



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY  
Sector-16 C, Dwarka, New Delhi-110078, [www.ipu.ac.in](http://www.ipu.ac.in)  
(Central Stores Department)

No.GGSIPU/Store/2015-16/ 368

Dated: 31.05.2017

**CIRCULAR**

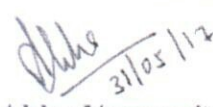
**Subject:- Committee for weeding out of Old Furniture/Fixtures, Electric/Electronic Items, Computers & Peripherals and miscellaneous Items**

Ref. to the Circular No. No.GGSIPU/Store/2015-16/41/2089191 dated 10/6/2016, vide which a Committee approved by the Hon'ble Vice Chancellor, comprising of following Officers for weeding out of Old Furniture/Fixtures, Electric/Electronic Items, Computers & Peripherals and miscellaneous Items, was circulated:

1. Sh. Sushil Kumar Verma, Joint Registrar : Chairman
2. Dr. Abha Vermani, D.R. (Stores) : Member
3. Dr. V.P. Vishwakarma, In Charge, UITS Cell : Member-Technical
4. Sh. V.K. Rao, DCA, Nominee of C.O.F. : Member
5. Sh. L.S. Parmar, General Assistant (Stores) : Convener

All Deans of University Schools/Branch Heads are again requested that any of the aforesaid non working and non repairable item lying in their School/Department may be got thoroughly checked by UITS Cell (for Computer & Peripherals, Printer, UPS, Scanner etc.), GA Branch (Airconditioner, Photocopier, Furniture etc.) and if certified as Not repairable/ to be condemned by UITS Cell/GA Branch, then, the proposal may be submitted to the Central Store alongwith the Detailed Call Report of UITS Cell/GA Branch mentioning the reasons of nonworking/to be condemn latest by 12.06.2017. Case of missing of any part/component inside the Item, may be put up before the Competent Authority.

During visit on today i.e. on 31.05.2017, the Committee noticed that a lot of junk/ scrap/broken furniture/fixture items and electric items are lying in the basement of UWD. The Convener of the Committee informed that these were not handed over to the Central Store, therefore, it appears that these were dumped by various Schools/Departments of the University. In view of the above, all Deans of Schools/Head of Departments are requested that the status of any item dumped by them in the basement of UWD may be informed to the Central Store latest by 12.06.2017. After that it will be assumed that these items do not belong to any School/Department and the Committee will consider to recommend to weed out this on "as is where is basis".

  
(Dr. Abha Vermani)  
Dy. Registrar (Store)

**Copy to:**

1. All Deans, University Schools of Studies/Branch Heads
2. AR to the Vice Chancellor, for kind information of the Hon'ble Vice Chancellor
3. SO to the Pro Vice Chancellor, for kind information of the Pro Vice Chancellor
4. AR to the Registrar, for kind information of the Registrar
5. In Charge, UITS Cell for uploading on the University website
6. Sh. L.S. Parmar, General Assistant & Convener of the Committee for further action
7. Guard File