



**UNIVERSITY WORKS DIVISION
GROUND FLOOR, LIBRARY BLOCK
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No.F:GGSIPU/UWD/2016/1733

Dated: 02/11/2016

Circular

Sub:- Preventive Maintenance of HVAC

The preventive maintenance of HVAC is schedule on 03/12/2016 & 04/12/2016.

During this maintenance, the centralized AC facility will not be available while the fresh Air of AHU, CSU and FCO will be available on demand.

**(Ajay Gupta)
Executive Engineer, UWD**

Copy for information to:-

1. AR, VC Sectt., GGSIPU - for kind information of Hon'ble Vice Chancellor
2. SO to Pro VC- for kind information of Pro VC.
3. Registrar, GGSIPU
4. All Deans (USBT, USMC, USEM, USBAS, USMPS, USCT, USHSS, USE, USET, USLLS, USMS, USICT)
5. All Directors (Development, CDMS, Academic affairs, International Affairs, DSW, DRC, CEPS)
6. Proctor
7. Librarian
8. All HOD's (Academic, Affiliation, Personnel, GA, Coordination, Planning, Legal, Purchase, store, PRO, Accounts, Examination, UWD, UITS, SDC, CCGPC)
9. Jt. Registrar (E&S)
10. Sh. Deepesh Bhatti, JE (E-I)/UWD - To follow up and ensure preventive maintenance activities.
11. In-charge Web Server – To upload on website

**(Ajay Gupta)
Executive Engineer, UWD**