



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY  
SECTOR-16C, DWARKA, NEW DELHI - 110 078

No.F.1(5)(1)/2012/Pers.-II/ 4881

Dated the 15<sup>th</sup> November, 2022

ORDER

In supersession of all the previous order and apropos to the discussion held on 11.10.2022 in the Performance Review Meeting of the Examination Department, wherein, Hon'ble Vice Chancellor has desired to bifurcate the work of Examination Branch in COE-I and COE-II to have effective, cohesive and efficient coordination in the working of the Department with explicit and unambiguous accountability and responsibility in the execution of all the activities associated/connected or incidental with the functioning of the Examination Department.

In pursuance to above, the work allocation in COE-I and COE-II shall be as under:

Sh. Raju Nair COE-I	Dr. S.L. Bhandarkar COE-II
To look after, Conduct, Results, Evaluations, Secrecy EDP and Server functioning and any other work as may be assigned to him by the Competent Authority from time to time.	To look after, NAD, Weed out, CET and other outside organizations tests, Record Room, Complete Digitalization and Development of the Examination Division, Coordination and Exam Store and any other work, which is not assigned to COE-I and the work as may be assigned to him by the Competent Authority from time to time..

The Competent Authority has also desired that the work relating to fully functionalization of Record Room has to be completed in a time bound manner before the meeting of the NAAC.

Any laxity in this regard would viewed seriously and action, as deemed fit, would be initiated against the erring/delinquent officer(s).

This issues with the prior approval of the Competent Authority.

*[Signature]*  
(BHUPINDER SINGH)  
DEPUTY REGISTRAR (PERS.-II)

No.F.1(5)(1)/2012/Pers.-II/ 4881

Dated the 15<sup>th</sup> November, 2022

Copy forwarded to the following for information & necessary action:

1. All Deans/Directors, GGS Indraprastha University.
2. Controller of Examination-I, GGS Indraprastha University.
3. Controller of Examination-II, GGS Indraprastha University.
4. Controller of Finance, GGS Indraprastha University.
5. OSD to Hon'ble Vice Chancellor, GGS Indraprastha University.
6. All branch heads/JRs/DRs/ARs, GGS Indraprastha University.
7. Incharge Library, GGS Indraprastha University.
8. Asstt. Registrar, VC Secretariat, GGS Indraprastha University.
9. Asstt. Registrar, O/o the Registrar, GGS Indraprastha University.
10. Head (UITS), GGS Indraprastha University.
11. Guard File

*[Signature]*  
(BHUPINDER SINGH)  
DEPUTY REGISTRAR (PERS.-II)