



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

ESTATE & SECURITY BRANCH  
SECTOR 16-C, DWARKA, NEW DELHI - 110 078  
011-25302245, 011-23502247



F.No. GGSIPU/E&S/Estate/2015/112/493


Date: 15.12.2015

### NOTICE

This is in continuation with the earlier notice from Prof. Anup S. Beniwal, Chairman of Space Management Committee regarding supply of information related to current space allocation and its utilization by each School/Department/Centre. This information was required be submitted by 10.12.2015 (copy of the notice enclosed for ready reference.)

Now it has been decided by the Committee in its Meeting today that who have not supplied information till date, may be asked to supply the information by the 18.12.2015 positively, as per earlier notice dated 04.12.2015.

The Committee has further decided that in case no information is received by the School/Department/Centre till 18.12.2015, the Committee will take its own decision with regard to space allocation.

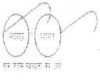
  
(A.K. Verma)  
JR (E & S)

To

1. All Deans/Directors
2. Controller of Examination
3. Controller of Fianance
4. Librarian
5. All J.R./D.R./HoD/Branch Heads
6. E.E. (UWD)
7. Head, UITS Cell (with the request to upload the same on University Website).
8. A.R. to Hon'ble V.C.
9. S.O. to Pro V.C.
10. A.R. to Registrar
11. Office Copy
12. Guard File



**URGENT**



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
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F.No. GGSIPU/E&S/Estate/2015/112/465

Date: 04.12.2015


**NOTICE**

Hon'ble Vice Chancellor has constituted a Committee for Space Management in the University. The Committee, inter-alia, has been entrusted with responsibility of Space Management in the University viz-a-viz drawing of norms/guidelines for Space Management.

It has been decided by the Committee to seek the information related to current space utilization by each School/Deptt./Centre.

You are requested to kindly give space allocation to your School/Deptt./Centre alongwith its current utilization pattern (room wise). This information must include wherever necessary, utilization in terms of hours of utilization of each space in consonance with Teaching/Practical load etc.

The above information is urgently required and must be sent to the undersigned on or before 10<sup>th</sup> December, 2015, positively.

  
**(Prof. Anup S. Beniwal)**  
**Chariman**  
**University Space**  
**Management Committee**

- To
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