



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16 C, Dwarka, New Delhi-110078, www.ipu.ac.in

[Central Stores Department]

No.GGSIPU/Store/2015-16/577

Dated: 16.10.2015

CIRCULAR

Subject:- Physical Verification of Non Consumable Electronic Items (Computer, Printer, Scanner, Photocopier) available in all branches and Schools

Ref. on the aforesaid subject, it for information of all concerned that Central Stores has started Physical Verification work of Non Consumable Items available in all branches and Schools. All Deans/Branch Heads are requested to kindly depute Concerned Official from their School/Branch to cooperate with the Officials of Central Stores for the same. This will help to maintain proper records also.

The schedule for all Schools is as follows:

1. USEM 19.10.2015
2. USBAS 20.10.2015 to 21.10.2015
3. USE 23.10.2015
4. USH&SS 23.10.2015
5. USCT 26.10.2015
6. USMS 28.10.2015 to 29.10.2015
7. USAP 30.10.2015
8. USICT 02.11.2015 to 03.11.2015
9. USBT 04.11.2015 to 05.11.2015
10. USLLS 06.11.2015
11. USET 09.11.2015
12. CDMS 09.11.2015
13. UIRC 16.11.2015 to 17.11.2015
14. Examination 18.11.2015 to 19.11.2015

The schedule for all other branches will follow soon.

Abha
16 Oct 15

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

Copy for necessary action to:

1. All Deans/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. Guard File