



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**

Sector-16 C, Dwarka, New Delhi-110078, [www.ipu.ac.in](http://www.ipu.ac.in)

**[Central Stores Department]**

[Email: [central.stores@ipu.ac.in](mailto:central.stores@ipu.ac.in)] ☎ 25302141

Ref.: GGSIPU/CS/100/2015/150

Dated: 20/03/2015

**OFFICE ORDER**

The following annual stock verification boards have been constituted with the approval of the Hon'ble Vice Chancellor to carry out stock verification of the consumable & Non-consumable store items, fixed assets/ furniture held on charge of Central Store and Lab Equipments/Machinery held on the charge of University Schools for the year 2014-15.

**Board A- For Non-Consumable store items** (Fixed assets/ Furniture held on charge of Central Store)

1. Prof. C.S Rai, Dean, USICT & Director (Students Welfare) : - Chairman
2. Dr. Pushpendra Kr. Bharti, USICT
3. Sh. Gaurvendra Dwivedi, STA (Store)
4. Sh. Naveen Bhardwaj, SO UITS
5. Sh. Gopal Singh, Consultant Finance

**Departmental support** Sh. K.K Gulia, GA(Store)

**Board B- For Consumable items held on charge of Central Store**

1. Dr. Pankaj Aggarwal, DR(GA) -Chairperson
2. Sh. A.D. Lamba, DR(Exam)
3. Sh. Shailesh Gupta, FO

**Departmental support.** Sh. L.S. Parmar, GA(Store)

**Board C-For Lab Equipment / Machinery held on charge of University Schools of Studies**

**Store/ Labs of School to be verified**

- |                                    |                |
|------------------------------------|----------------|
| 1. Prof. B.V. R. Reddy, Dean, USET | - Chairman     |
| 2. Dr. Anurag Jain, USICT          | - USBT USEM    |
| 3. Sh. Shishupal Kumar, USMC       | - USBAS        |
| 4. Dr. Anushu Gupta, USEM          | - USICT, USHSS |
| 5. Dr. Shivani Goswami, USLLS      | - USCT         |
| 6. Dr. Krti Batara, USMS           | - USET         |
| 7. Dr. Gagandeep, USMS             | - USAP, USMC   |
| 8. Sh. Narender Kumar, FO          |                |

Contd..2/-

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Department Support- Respective Technical Assistants or Lab Assistants and Store In-Charge of the concerned department will be responsible to prepare list of store items and submit to the respective members for verification.

The Chairperson of the above Boards are requested to coordinate/convene meeting(s) so that the stock verification work for the year 2014-15 is completed and proceedings are submitted as early as possible.



(Rajiv Kale)  
Registrar

Ref.: GGSIPU/CS/100/2015/150

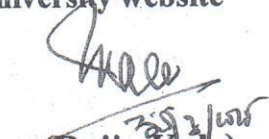
Dated: 30.03/2015

**Copy forwarded for information & necessary action to:-**

1. All chairmen/Members of the respective Boards as constituted above

**Copy forwarded to the following for information and with a request to extend necessary support to the Board Members:-**

1. All Dean, University School of Studies
2. All Directors
3. Controller of Finance
4. Controller of Examination
5. Librarian
6. Chief Engineer
7. Chief Warden
8. All JR's/DR's/Sectional Heads
9. FO
10. PRO
11. Warden, Boys Hostel
12. Warden, Girl Hostel
13. PS to Hon'ble Vice Chancellor
14. PS to Registrar
15. In-charge Server Room **-with a request to upload the same on University website**
17. Office copy



(Rajiv Kale)  
Registrar