



Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka, New Delhi
(General Administration Branch)

F.No.GGSIPU/GA/SANI/2012-13/ 2146

Dated: 01.03.2013

CIRCULAR

It is observed that staff deployed for sanitation work from the sanitation agency have been engaged by various department/schools for the shifting of Almirah, Furniture, books etc. and to bring their tea, food items for their personal work. Due to these engagements, the work of sweeping, cleaning & mopping have been suffering badly. G.A. branch is finding it difficult to arrange persons from sanitation staff for this purpose without prior information. In this regard, department/schools are requested to send their request for the arrangement of sanitation staff to shift their almirah, furniture, books etc. in written at least one day in advance in the G.A. Branch.

This will facilitate the G.A. Branch to arrange the persons from sanitation staff for this purpose.


(Pankaj Agrawal)
Dy. Registrar (GA)

Copy forwarded to the following for information and necessary action :

1. PS to Hon'ble Vice Chancellor for information please
2. PS to Registrar
3. All Deans/Directors
4. C.O.E.
5. C.O.F.
6. S.E., (UWD)
7. Librarian
8. All J.R./D.R./A.R.
9. Office Copy
10. Guard File