



GURU GOBIND SINGH INDRPRASTHA UNIVERSITY
Sec. 16-C, Dwarka, New Delhi - 110078

F.No.: GGSIPU/2017-18/Estt./P-II/1770

Dated the 27th May., 2018

CIRCULAR

Sh. S.K. Tanwar shall be relieving from the post of Controller of Finance (COF) in this University on completion of his deputation tenure on 31.05.2018 (A/N).

The arrangement for High Tea has been made to bid a farewell to Sh. S.K. Tanwar at 3.30 p.m. on 31.05.2018 in the Seminar Hall, Admin. Block.

All the Officers as mentioned below are requested to kindly attend the same :-

1. Hon'ble Vice-Chancellor, GGSIP University.
2. Pro Vice-Chancellor, GGS Indraprastha University.
3. All Deans/Director, GGSIP University.
4. Controller of Examination, GGSIP University.
5. Registrar, GGSIP University.
6. NSS Programme Coordinator, GGSIP University.
7. Chairperson, NAAC Committee, GGSIP University.
8. Chief Warden, GGSIP University.
9. Proctor, GGSIP University.
10. In-charge Library, GGSIP University.
11. All Jt. Registrar/Dy. Registrar/EE/Dy. Librarians/Asstt. Librarian/F.O. /PRO, GGSIP University.
12. All Asstt. Registrars, GGSIP University.

It is once again requested to kindly attend the farewell function as per details above.

This issues with the approval of the Competent Authority.

(Sunita Shiva)
Jt. Registrar (Personnel)

C.C. to :

1. Hon'ble Vice-Chancellor, GGSIP University.
2. Pro Vice-Chancellor, GGS Indraprastha University.
3. All Deans/Director, GGSIP University.
4. Sh. S.K. Tanwar, Controller of Finance, GGSIP University.
5. Controller of Examination, GGSIP University.
6. Registrar, GGSIP University.
7. NSS Programme Coordinator, GGSIP University.
8. Chairperson, NAAC Committee, GGSIP University..
9. Chief Warden, GGSIP University.
10. Proctor, GGSIP University.
11. In-charge Library, GGSIP University.
12. All Jt. Registrar/Dy. Registrar/EE/Dy. Librarians/Asstt. Librarian/F.O. /PRO.
13. All Asstt. Registrars, GGSIP University.
14. Dy. Registrar, (General Administration), GGSIP University – with the request to kindly book the seminar hall, administrative block and make necessary arrangements for High Tea (for approximately 50 persons) and also to arrange for bouquets and memento for the above said officer being relieved.