

**SHRI LAL BAHADUR SHASTRI NATIONAL SANSKRIT UNIVERSITY
(CENTRAL UNIVERSITY)
B-4, QUTUB INSTITUTIONAL AREA, NEW DELHI- 110016**

No.: F.1 (7)/LBNSU/Admn./Estt./NT/2020-21/68

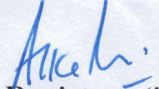
Dated: 28.04.2022

OFFICE ORDER

Consequent upon the attachment of Shri Jai Prakash Singh, Assistant Registrar (GAD) with the Office of the High Powered Committee on 13.04.2022 for a period of one year, Shri Manjit Singh, Assistant Registrar (Admn.)-II is hereby assigned the additional charge of Assistant Registrar (GAD) till further orders. During his absence, Smt. Bharti Tripathi, Assistant Registrar (Admn.) -I will perform the duties of Administration-II and General Administration Section of the University. The work pertaining to Raj Bhasha as assigned to General Administration will be performed by the Administration Section-I.

The work for procurement of office furniture through GEM/ Kendriya Bhandar/local market, condemnation of old & obsolete items and to update the assets records belonging to GAD Section will now be looked after by the University Works Department under the overall supervision of the Executive Engineer (Civil). In addition to the above, the work of sanitization of the University Campus will also be supervised by the University Works Department.. The Section Officer (GAD) is required to shift the sanitization material and equipments kept in Room No.24 (Ground Floor) of Swaran Jyanti Sadnam at appropriate place with the consent of Executive Engineer/ AE(Civil) at the earliest.

This issues with the approval of the Competent Authority.


Registrar (i/c)