

OFFICE ORDER

Pursuant to the recommendations of the Space Allotment Committee constituted by the Pro-Vice Chancellor vide Office Order of even no. dated 12.07.2024, the Vice-Chancellor is pleased to approve the following recommendations of the Committee for its implementation in the University with immediate effect.

1. The Teachers' room/space will be allocated by the Department/Centre/Institute council strictly on seniority basis.
2. After retirement or resignation, the teacher must vacate the assigned room/space in the Department/Centre/Institute within three months. If any teacher fails to do so, the allotment will be considered cancelled, and the Chairman/Director will be authorized to unlock and vacate the room/space in the presence of the Chief Security Officer or his representative. Any belongings lying therein will be handed over to the Estate Office.


21/11/2024
REGISTRAR

Dated: **21** NOV 2024

Endst. No. Even.

Copy to:

1. The Dean of Studies/ DSW/Chief Warden, HPU, Shimla-5.
2. All the Deans of Faculty/ Dean-cum-Director, CDC/ Dean, Planning & Teacher's Matters, HPU, Shimla-5.
3. All the Chairpersons/ Directors of the Teaching Departments, HPU, Shimla-5.
4. The Director, ICDEOL/UIT/HRDC/PECC/PRC/ DIS/ AERC/IQAC, Shimla-5/ UCBS/ UILS, Shimla-4 /HPU Regional Centre, Dharamshala, District Kangra H.P.
5. The Principal, HPU Department of Evening Studies, Shimla-1.
6. The COE/ACOE/ P&DO/ Finance Officer/Joint Controller, SAD/Chief Security Officer/ Public Relations Officer, HPU, Shimla-5.
7. Incharge, Library/ HPU Health Centre / Computer Centre, HPU, Shimla-5.
8. The Assistant Registrar (Estate), HPU, Shimla-5.
9. The Web Administrator, HPU, Shimla-5.
10. The Secretary/ SPS to VC/PS to PVC/ SPS to Registrar, HPU, Shimla-5.
11. Guard File.


REGISTRAR