



Ref.No.SPAV/Estt./Duties/40/2021-22/Vol.II

Date: 06<sup>th</sup> January, 2022

**OFFICE ORDER**

In supersession to earlier Office Orders, the duties and responsibilities assigned to the faculty in addition to their own duties are as follows:-

S. No.	Name of the Faculty	Responsibilities
1	Ms. Naina Gupta	Warden, Girls Hostel
2.	Shri Deepak Kumar	FIC-Student Mess
3.	Shri Pushpendra Kumar	FIC-Cultural

This issues with the approval of the Competent Authority and come into force with immediate effect.

K V Uma Maheswara Rao  
Registrar

To  
All concerned

Copy:

1. P.S. to Director for kind information of Director I/c
2. All Deans & HoDs
3. Dr. Prashanti Rao, Assistant Professor - to handover the charge to the above  
Faculties
4. Deputy Librarian/Chief Warden
5. AR (Admn.)/AR (Stores)
6. Accounts Section
7. IT Department-to upload in website
8. Personal File
9. Office Order File