



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

24<sup>th</sup> November, 2022

कार्यालय आदेश  
**OFFICE ORDER**

In supersession of all earlier orders issued with regard to Guest House, Emp. Id: 111090004 Shri RNS Murthy, Assistant Professor, Department of Architecture is nominated as Guest House Incharge in addition to his duties for a period of 02 years.

He will look after all the activities related to Guest House such as accommodation, hospitality, and upkeep of Guest House, including sanitation, electrical fittings and day to day maintenance in coordination with other sections/departments. Detailed duties and responsibilities is attached in Annexure-I.

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

के. वी. उमा महेश्वर राव  
K V Uma Maheswara Rao  
कुलसचिव/Registrar

To  
Shri RNS Murthy - Through Head, Department of Architecture  
Assistant Professor

Copy:

1. PS to the Director for kind information to the Director
2. All HoD's/Deans
3. Assistant Registrar (Admin.)
4. Shri P Pramod, AEPO – to handover the charge to Shri RNS Murthy, Asst. Professor
5. Accounts Section
6. IT Section- to upload in website
7. Personal File
8. Office Order File