



गुजरात केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF GUJARAT

गुजरात केन्द्रीय विश्वविद्यालय
(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

CENTRAL UNIVERSITY OF GUJARAT

(Established by an Act of Parliament of India, No 25 of 2009)

F.No.1-61/2014-Admn./901

24/12/2020

Circular No. 52/2020-21

Sub: Submission of Documents through proper channel – Reg.

It is hereby conveyed that all Teaching and Non-Teaching Staff are requested to submit their request(s) regarding service matters, Procurement etc, duly recommended and forwarded through their respective Deans/Chairpersons/Coordinators/HoDs with proper justification. The request/proposal without proper recommendation of their respective Deans/Chairpersons/Coordinators/HoDs will not be entertained.

Deans, Coordinators and HoDs are requested to suitably recommend the proposal rather than only forwarding it.


Registrar (I/c)

Copy to (By E-mail):

1. All Deans
2. Finance Officer (Offg.)
3. All Chairpersons/Coordinators of Centre
4. Nodal Officer
5. All Teaching and Non-Teaching Staff
6. Admin & Establishment Department
7. Finance & Accounts Department
8. Academic and Authorities Section
9. Admission & Evaluation Department
10. HR Cell
11. ICT Chairperson – with request to upload on University Website
12. Assistant Librarian
13. PA to VC
14. Circular File

Hindi version of this Circular will follow.



एक श्रम सौजन्य की शक्ति

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Sector-29, Gandhinagar, Phone No. 07923977407, Fax-07923260076

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15 YEARS OF
CELEBRATING
THE MAHATMA