

No. 12-2/92-HPU(Genl.)

Dated: 10 MAY 2018

CIRCULAR

A farewell party will be organized on 31<sup>st</sup> May, 2018 at 11:30 A.M. in the University Auditorium in the honour of the following Officers/Officials of the University who are superannuating from the University services:

- |    |                          |                  |
|----|--------------------------|------------------|
| 1. | Sh. Radha Lal Bhardwaj   | Deputy Registrar |
| 2. | Ms. Birma Chauhan        | Asstt. Registrar |
| 3. | Sh. Naginder Kumar Gupta | Asstt. Engineer  |
| 4. | Smt. Anita Kumari Sharma | Section Officer  |
| 5. | Sh. Hem Prakash Sharma   | Supdt. Gr-II     |

The Vice-Chancellor shall be the Guest of honour on this occasion. All are requested to attend the said party on the scheduled date, time & venue.

  
(K.K. Sharma) HAS  
REGISTRAR

Dated: 10 MAY 2018

Endst: No even

Copy for information and similar necessary action to:-

1. The above noted officials with a copy to their controlling officer HPU, Shimla-5 with the request to kindly make it sure that advance for the farewell function may be drawn by the concerned branch.
2. ***The Executive Engineer (Construction Division)/ Assistant Engineer (Electricity) HPU/ Presidents/ Secretaries of all Non-Teaching employees Unions/ Associations. They are requested to make necessary arrangements for the farewell party.***
3. The Dean of Studies/D.S.W./ Chief Warden, HPU, Shimla-5
4. The Director ICDEOL / Phy.Edu. / HRDC/ AERC/ PRC/ UBS/ IIHS/ PECC/ UIIT/UCBS/ UILS, HPU.
5. All the Chairpersons of Teaching Department, HPU.
6. The Chief Security Officer, HPU, Shimla-5.
7. The Controller of Examinations/ P&DO, HPU, Shimla-5.
8. The Finance Officer, HPU, Shimla-5
9. All the Deputy Registrars/Assistant Registrars, HPU, Shimla-5.
10. The Librarian/ Medical Officer/ Incharge, Computer Centre, HPU.
11. The Public Relation Officer, HPU, Shimla-5
12. All the Branch Officers/Section Officers of the University.
13. The Joint Controller, LAD/ IAO, HPU.
14. ***The Web Administrator, HPU, Shimla-5 with the request to upload the above circular on the University Website.***
15. SPS to Vice-Chancellor/PA to Registrar, HPU, Shimla-5
16. The Superintendent (Confidential), Registrar's Office, HPU, Shimla-5.
17. The Branch Manager, SBI, Summer-Hill, Shimla-5.
18. The Guard File.

  
REGISTRAR