

PANJAB UNIVERSITY, CHANDIGARH

No. 19527 Estt.

Dated 1/2/ 2019


This is in continuation to this office circular no. 19251-277/Estt. Dated 21.12.2018.

It has been observed that the salary bill of MTS employees during the last month were forwarded from some of the departments without signature of the Head of the departments/Branches concerned which caused delay in releasing the salary. The Heads of the Department/Branches are requested to send the salary bill duly verified & signed by them for the coming months.

Copy of above is forwarded to the following Deptt./ Branches of Panjab University for necessary action please.

1. Dean, Research General
2. DCDC (Rajeev Gandhi Bhawan)
3. F.D.O.'s Office
4. Hony. Director, CIIPP
5. Director, Youth Welfare
6. Co-ordinator, U.I.P.S (DST Inspired Programme)
7. Co-ordinator, Guru Teg Bahadur Bhawan
8. Chairperson, Dr. S.S.G Bhatnagar institute of Chemical Engineering and technology
9. Chairperson, School of Punjabi Studies
10. Chairperson, Deptt. of Physical Education
11. Chairperson, Deptt. of Geography
12. Chairperson, Dept. of Psychology
13. Chairperson, Dept. of Biochemistry
14. The Principal Cum Professor, Dr, H.S.J institute of Dental Science and Hospital
15. The Architect, Architect Office
16. System In-charge, Computer Unit
17. Warden, G.H. No. -2
18. Warden, Girls Hostel No. 3
19. D.R. (Exams.)
20. D.R. Colleges
21. D.R. Estate
22. D.R. (Secrecy)
23. D.R. (General)
24. A. R. Conduct
25. A.R. Re-evaluation
26. A.R. (R & S)


Assistant Registrar (Estt.)


1/2/19