



No.MANUU/Estate/F.No. 151/2016/138

9th May, 2016.

C I R C U L A R

It is hereby informed to all the occupants of the MANUU staff quarters that, at the time of vacating staff quarter proper procedure has to be followed for handing over the same in general and for furnished Quarters.

The occupants willing to vacate has to intimate the Estate Section one month in advance and get the inventory of the Civil and Electrical items checked by the Engineering Section. Failing, which the quarter will be considered as in possession of the official.

Joint Registrar
(Estate & Transport)

Copy to:

1. VC's Peshi.
2. PVC's Peshi.
3. Registrar's Peshi.
4. Finance Officer's Peshi.
5. All the occupants of furnished government residences in the campus.
6. Assistant Registrar, Purchase & Stores section.
7. Officer on Special Duty, Engineering Section.

8. CIT, with a request to upload on University Website.