

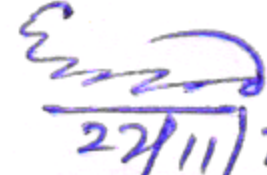


(A State University Established under Haryana Act No. 29 of 2013)  
Recognized u/s 12-B & 2(f) of UGC Act, 1956

**CIRCULAR**

Under Secretary O/o the Secretary to Governor, Haryana vide letter No. HRB-UA-2023/8149 dated 14.09.2023 addressed to all the Vice-Chancellors of Government Universities of Haryana State has informed that it has been observed that a number of communications are being sent in the office of Hon'ble Governor-Chancellor under the signatures of low level officers, even superintendent level, which is not a healthy practice. Hence, this tendency is required to be firmly curbed.

Therefore, all the Dean of Faculties/Chairpersons/Chairperson-Incharges of UTD, all Branch Officers/Coordinators/Incharges are requested to ensure that all the correspondences (Hard Copy) for the approval/assent of Hon'ble Governor-Chancellor be addressed to Secretary to Governor, Haryana under the signature of Hon'ble Vice-Chancellor or Worthy Registrar only and in case of urgency, the Soft Copy be sent on Email: 'secretaryrb@hry.nic.in'. The correspondences (Hard Copy/Soft Copy) addressed to other officers of Haryana Raj Bhavan will not be entertained.

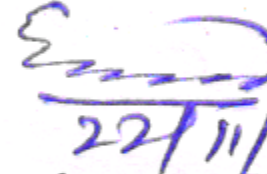
  
22/11/2023  
Dy. Registrar (Estt.)  
For Registrar

Endst. No. IGU/ENT/2023/ 8361-8420

Dated 22-11-2023

A copy of the above is forwarded to the following for information and necessary action:

1. All the Dean of Faculties/Chairpersons/Chairperson-Incharges of UTD, I.G.U., Meerpur.
2. All Branch Officers/Coordinators/Incharges, I.G.U., Meerpur.
3. Director (UCC), IGU, Meerpur with the request to upload this circular on the University Website.
4. Supdt. O/o VC (for kind information of Hon'ble Vice-Chancellor), I.G.U., Meerpur.
5. PA to Registrar (for kind information of Worthy Registrar), I.G.U., Meerpur.

  
22/11/2023  
Dy. Registrar (Estt.)