



SHRI VISHWAKARMA SKILL UNIVERSITY
(State University enacted under the Government of Haryana Act 25, 2016)

No. SVSU/21/Reg.Off/325

Date: 8th March, 2021

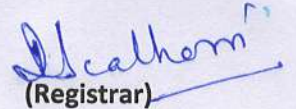
Office Order

Following transfer and posting are notified with immediate effect:

| S.No. | Name and designating | Present place of posting | Proposed place of posting |
|-------|---|--|--|
| 1 | Dr Lalit Kumar Sharama Dy Registrar | Procurement and Academic Branch | Academic Affair; Registration & scholarship, and Affiliation Branch. Additional charge of Institution Design and Construction Department till further orders. |
| 2 | Sh Vinay Kumar Saini Assistant Registrar | Academic Affair | General Branch and Transport |
| 3 | Dr Jaipal Assistant Registrar | Academic Branch and PRO | Examination and PRO |
| 4 | Dr Rajesh Kumar Assistant Registrar | General Branch and Transport | Academic Branch |
| 5 | Sh Amit Vashisth Assistant Registrar | Examination | Procurement and Central Store |
| 6 | Mr Praveen Kumar Web Administrator | IT Department as web site administrator | Assessment Branch and web site administrator |
| 7 | Mr Parveen Kumar Superintendent | Establishment Branch | Accounts and Finance Branch |
| 8 | Mr Sombir Sheoran Superintendent | Accounts and Finance Branch | Institution Design and Construction Department |

All the outgoing officer will officially handover their charge to the incoming officer along with all documents and records under their custody. The list of all ongoing and pending work along with its status will also be provided by the outgoing officer to incoming officer. The charge handover and takeover report to be provided in the office of undersigned.

This is issued by the approval of Hon'ble Vice Chancellor.


(Registrar)

Copy to:

1. All Deans, for information
2. All Head of Departments, for information
3. All Officers in the list, for compliance
4. Dy Registrar (Estt) for record
5. Sr Accounts Officer for record
6. Web Administrator for updating on website
7. OSD to VC for information
8. PA to Registrar for information