



श्री माता वैष्णो देवी विश्वविद्यालय  
Shri Mata Vaishno Devi University, Katra  
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No. SMVDU/Adm/Estt./19/ 8050-53

Dated: 7<sup>th</sup> November, 2019

**OFFICE ORDER**

**Sub: "Deputing of 02 no. of Staff Members to attend Meeting of the Higher Education Department, Civil Secretariat, J&K Srinagar on dated: 8<sup>th</sup> November, 2019".**

Sanction of the Competent Authority is hereby conveyed for deputing of the following staff members of SMVDU to attend Office Meeting to be chaired by Secretary to Government, Higher Education Department, Civil Secretariat, J&K Srinagar, as per the details mentioned as under;

S.No.	Name & Designation of the Staff Members	Place of Posting	Date & Time of Meeting	Place / Venue of Meeting
1	Prof. (Dr.) V. K. Bhat Registrar, SMVDU	Registrar Office, SMVDU	8 <sup>th</sup> November, 2019  (11:00 AM)	Office Chamber of Secretary to Government, Higher Education Department, Civil Secretariat, Jammu
2	Dr. Sumeet Gupta Dean (Academic Affairs), SMVDU	Office of Dean (Academic Affairs), SMVDU		

The above members shall be considered 'On Duty' on dated: 8<sup>th</sup> November, 2019 and shall also submit a report on the proceedings of the aforesaid Meeting to this office for records.

Further, they shall be provided with University vehicle for their visit to the Office of Higher Education Department, Civil Secretariat, Jammu for attending the aforesaid Meeting.

  
Registrar  
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**Copy to:**

1. Concerned: Prof. (Dr.) V. K. Bhat, Registrar, SMVDU
2. Concerned: Dr. Sumeet Gupta, Dean (Academic Affairs), SMVDU.
3. PS to VC, for the kind information of Hon'ble Vice Chancellor.
4. I/c Transport, for information & needful.
5. Personal files of the concerned.
6. Order file