



No: SMVDU/Adm/Estt.-FA/22/311-18

Dated : 25th Jan'2022

OFFICE ORDER

Sub: Appointment as Faculty In-charge Examinations

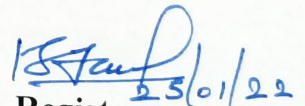
As approved by the Hon'ble Vice Chancellor, Dr. Ratna Chandra, Associate Professor, School of Biotechnology, is hereby appointed as Faculty In-charge Examinations, in addition to her own duties, with immediate effect, till further orders.

Dr. Sunil Kumar Wanchoo, Head School of Physics, shall handover the charge of Faculty In-charge Examinations, along-with all equipment, records, files, correspondence, etc. to Dr. Ratna Chandra, with a copy to Registry for records.

Being Faculty In-charge Examination wing, she shall be the coordinator for NAD at SMVDU and shall ensure its early implementation and compliance at SMVDU. Dr. Sumeet Gupta, Associate Professor SoECE & Dean [R&D] shall support Dr. Ratna Chandra, as and when required, for smooth and efficient functioning of the Examination Wing.

The services of Dr. Sunil Kumar Wanchoo, as Faculty In-charge Examinations are appreciated.

This issues with the approval of Competent Authority.


25/01/22
Registrar
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Copy to:

1. All Deans/ Heads/Section Heads, for information.
2. Finance Officer, for information.
3. Dr. Sumeet Gupta, Dean [R&D], for information & compliance.
4. Dr. Sunil Kumar Wanchoo, Head SoP, for information & compliance.
5. Dr. Ratna Chandra, Associate Professor SoBT, for information & compliance.
6. PS to VC, for the kind information of Hon'ble Vice-Chancellor.
7. Faculty I/c Website, for information and uploading on the University Website.
8. Concerned Staff Examination Wing: for information.
9. Office Order / Circular file.
10. Personal file of the concerned.