



श्री माता वैष्णो देवी विश्वविद्यालय
Shri Mata Vaishno Devi University, Katra
Kakryal, Katra-182 320 (J&K)

No: SMVDU/Adm/Estt./16/1729-40

Dated : 27th July 2016.

NOTIFICATION

Sub: Appointment of Female Faculty as warden/Joint Wardens of Girls Hostels

As approved by the Competent Authority, Sanction of the Competent Authority is hereby accorded for the appointment of following female faculty members as Wardens & Joint Wardens of the respective Girl's Hostels as mentioned against their names, for the Academic Session 2016-17 :

S.No	Hostel	Warden	Joint Warden (One for each hostel)
5.	Shivalik Girls Hostel	Dr. Shafaq Rasool Assistant Professor , DoBT	Ms. Isha Malhotra Assistant Professor, DoL&L
6.	Vaishnavi Girls Hostel	Dr. Ekta Rai Assistant Professor , DoBT	Dr. Kamini Assistant Professor , DoP
7.	Basohli Girls Hostel 'C' & 'D' Block	Dr. Sakshi Arora Lecturer, DoCS&E	Dr. Purnima Hazra Assistant Professor, DoE&CE
8.	Girls Hostel Level-II Residential Area	Dr. Ratna Chandra Assistant Professor , DoBT	

The above Wardens & Joint Wardens of the respective Girl's Hostels shall work out an arrangement mutually to ensure that atleast one of them is physically present on the campus at all times including the night, to attend to any eventuality, if required.

Consequent upon the above, the earlier Warden & Joint Wardens shall handover their charge to the new incumbents at the earliest and send a copy of the same to the Registry.

The above faculty members appointed as Warden and Joint Warden shall be entitled for an allowance of Rs.1000/- per month till the time they hold their respective charge of Warden and Joint Warden respectively

Further, an amount upto Rs. 500/- per month shall be reimbursed in respect of the personal mobile phone bills of each of the above mentioned Wardens & Joint Wardens, by the Finance Wing on submission of copy of bill/payment receipt by them duly verified by the concerned Associate Dean of Students & I/c Dean of Students.

Diandhainia
Registrar

Copy to:

1. Finance Officer, SMVDU for information.
2. I/c , Dean of Students & Associate DoS(M/F), for information.
3. All Deans/Head of departments, for information.
4. Concerned: _____ for information and compliance.
5. PS to VC, for the kind information of Hon'ble Vice-Chancellor.
6. Website I/c for information and uploading the same in the University website.
7. Office Order / Circular file.