



श्री माता वैष्णो देवी विश्वविद्यालय

**Shri Mata Vaishno Devi University**

Sub Post Office, Katra – 182 320 (J&K)

EPABX No.: 01991-285524, 285634, 285699, Extn. 2102, 2104

(A State University established under J&K State Legislature Act No. XII of 1999)



No. SMVDU/Adm./Estt./NT/2023/5090-5097

Dated: 25.08.2023

**ORDER**



**Subject: Transfers and Postings - reg.**

In the interest of Administration, following transfers/ postings are hereby ordered, with immediate effect:

S. No.	Name of Employee with Designation	Present place of posting	New place of transfer /posting	New Reporting Officer
1.	Mr. Opinder Sharma Office Assistant	Research & Development Wing	Academic Affairs Section	Dean (AA)
2.	Ms. Antima Kohli Office Assistant	Academic Affairs Section	Research & Development Wing	Dean (R&D)

In addition to the above, Ms. Anchal, Office Assistant, S&P Wing, is hereby temporary deputed in the R&D Wing, till Ms. Vandana Sharma, Junior Assistant, join back her duties in R&D Wing. She shall report to the Dean R&D), for further duties & responsibilities.

The above officials shall move to their new place of posting immediately and simultaneously after their handing/ taking over the charge of the files, equipment's, property, which might be in their possession of their respective offices under the supervision of their Heads, if any, and send a copy of the same to Registry for records.

  
25/08/23.  
**Registrar**  


**Copy to:**

1. Finance Officer, for information.
2. Dean (Academic Affairs), for information.
3. Dean (R&D), for information.
4. Deputy Registrar (S&P), for information and shall ensure smooth functioning of S&P Section during the period with the co-up of posted staff.
5. PS to VC for the kind information of Hon'ble Vice Chancellor.
6. Faculty I/c Website, for uploading on university website.
7. Concerned: \_\_\_\_\_, for information and compliance
8. Office order file
9. Personal files of the concerned