No. SMVDU/Adm/Estt.-FA/23/ 1402 – 07   Dated: 26th September, 2023

OFFICE ORDER

Sub - "Regarding appointment of Head I/c, School of Electronics & Communication Engineering, SMVDU".
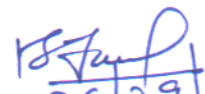
Pursuant to Statute 4A of the Chapter-17 "Heads of School of Studies" enshrined in the University Statutes and as approved by the Competent Authority, Dr. Anil Kumar Bhardwaj, Assistant Professor, School of Electronics & Communication Engineering under Faculty of Engineering is hereby appointed as Head I/c, School of Electronics & Communication Engineering, SMVDU w.e.f. 12th October 2023 till further orders.

Dr. Manish Sabraj shall handover the charge of Head, School of Electronics & Communication Engineering, SMVDU along with all equipments, publications, records, files, furniture etc. to Dr. Anil Kumar Bhardwaj, with a copy to registry for records.

Dr. Anil Kumar Bhardwaj shall be responsible for all the academic and administrative affairs of School of Electronics & Communication Engineering and shall ensure its smooth functioning and shall report to Dean, Faculty of Engineering for all his duties and responsibilities as Head, School of Electronics & Communication Engineering.

The services of Dr. Manish Sabraj rendered as Head, School of Electronics & Communication Engineering, SMVDU are appreciated.

This issues with the kind approval of the Competent Authority.

26|09|23
Registrar

Copy to: -

1. All Deans/Heads/Section Heads, for information.
2. Dr. Manish Sabraj, Associate Professor, SoE&CE, for information & compliance.
3. Dr. Anil Kumar Bhardwaj, Assistant Professor, SoE&CE, for information & compliance.
4. Finance Officer, for information.
5. AR (VC Sect.), for kind information of the Hon'ble Vice-Chancellor.
6. Faculty I/c Website, for information and uploading the same on University Website.
7. Office Order / Circular file.
8. Personal file of the concerned.