



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

No: SMVDU/Adm/Estt./15/731-38

Dated : 27<sup>th</sup> May 2015

**NOTIFICATION**

As decided in the meeting with Female Faculty Members held on 22<sup>nd</sup> April 2015 and on recommendations of I/c Dean of Students, 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 a period of 01 year w.e.f. the date of issuance of this notification ;

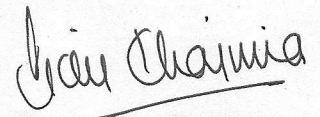
S.No	Hostel	Warden	Joint Warden (One for each hostel)
1.	Vaishnavi Girls Hostel	Dr.Ekta Rai Assistant Professor , SBT	Dr.Kamini Assistant Professor , SoP
2.	Shivalik Girls Hostel	Dr. Shafaq Rasool Assistant Professor , SBT	Dr. Sakshi Arora Lecturer, SCSE

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.

  
Registrar

Copy to:

1. Finance Officer, SMVDU for information.
2. All Deans/Directors/Section Heads for information.
3. Concerned: \_\_\_\_\_ for information and compliance.
4. PS to VC, for the kind information of Hon'ble Vice-Chancellor.
5. Website I/c for information and uploading the same in the University website.
6. Office Order / Circular file.