



श्री माता वैष्णो देवी विश्वविद्यालय  
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No.: SMVDU/S&P/MAC/2024-25/ 848-56

Date: 2<sup>nd</sup> August 2024

**NOTIFICATION**

**Sub: Constitution of a Committee for inspecting Miscellaneous Items at Medical Aid Centre at SMVDU and for Writing Off.**

In pursuance to the clause no. 9 (g) of the Regulation Governing Purchase and Management of Stores, and as approved by the Competent Authority, a Committee comprising of the following members is, hereby, constituted for inspecting Miscellaneous Items at Medical Aid Centre , SMVDU.

- |   |    |                  |
|---|----|------------------|
| 1. Registrar ,SMVDU                     | -- | Chairman         |
| 2. Finance Officer, SMVDU               | -- | Member           |
| 3. Medical Officer , Medical Aid Centre | -- | Member           |
| 4. University Engineer, SMVDU           | -- | Member           |
| 5. Deputy Registrar , S&P Section       | -- | Member           |
| 6. Section Officer , S&P Section        | -- | Member Secretary |

The above Committee shall inspect Miscellaneous Items at Medical Aid Centre , SMVDU and recommend their write off as per GFR Rule 217 and its amendments thereof. The recommendations of the Committee shall be placed before the Competent Authority for final orders.

This issues with the approval of the Competent Authority

  
Registrar  
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**Copy to:**

1. Finance Officer, for information.
2. Faculty I/c, Website for information and uploading the same on University Website
3. AR to VC, for the kind information of Hon'ble Vice Chancellor.
4. All concerned \_\_\_\_\_ for information and compliance.
5. Notification /Order file.