



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
"A State University established by the Govt. of NCT of Delhi"  
SECTOR-16 C, DWARKA, NEW DELHI-110078

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F.1(6)(6)/2022/P-II/ 9786

Dated the 28<sup>th</sup> June, 2024

**ORDER**

All Heads/Incharge of Departaments/Schools/Centres/Branches of the Guru Gobind Singh Indraprastha University are hereby requested to provide the leave status (except CL & SCL) of regular non-teaching employees whose increment is due on 01.07.2024, to the Establishment(Non Teaching), on or before 04.07.2024 so that annual increment could be processed and granted accordingly.

This may be treated as most urgent.

(NAVEEN KR. BUDHIRAJA)  
ASSTT. REGISTRAR (ESTT.-NT)

F.1(6)(6)/2022/P-II/

Dated the 28<sup>th</sup> June, 2024

Copy forwarded to the following for information & necessary action:

1. All Deans/Directors, GGS Indraprastha University.
2. Controller of Examination-I, GGS Indraprastha University.
3. Controller of Examination-II, GGS Indraprastha University.
4. Controller of Finance, GGS Indraprastha University.
5. All Branch Heads/DRs/Incharge UIRC/ARs, GGS Indraprastha University.
6. Asstt. Registrar, VC Secretariat, GGS Indraprastha University.
7. Asstt. Registrar, O/o the Registrar, GGS Indraprastha University.
8. Head (UITS), GGS Indraprastha University with a request to upload on the University website.
9. Guard File

(DEEPA MEHTA)  
SECTION OFFICER(ESTT.-NT)