

Guru Gobind Singh Indraprastha University Sector 16-C, Dwarka, New Delhi

(General Administration Branch)

Phone No. 011-25302137, 138, 139 Website: ipu.ac.in

F.No. IPU/GA/Sanitation/2014-15/039

Dated: 25th September, 2014

To

The Managing Director M/s Aroon Aviation Services Pvt. Ltd. A-113, Road No. 2, Mahipalpur Extn. New Delhi-110037

Sub:- Sanitation Week Drive reg.

Sir.

This is to inform you that University is organizing "Swachh Bharat Programme" Sanitation Week Drive from 25/09/2014 to 02/10/2014 with reference letter no. F.DHE-9/MEETING/2014-15/4/02.06 dated 19th September, 2014 received from the office of Directorate of Higher Education, Govt. of NCT of Delhi.

In this regard, it is requested to take immediate measures such as cleaning of all toilets, deep cleaning of all offices/labs/corridors/hostels/open area of all Blocks/Buildings, cleaning of all stored water, drainage lines and providing pest control activities. A report of action taken (plan) must be submitted to the undersigned immediately.

Copy to:

- 1. Chief Warden with the request to direct all hostel wardens of BH-1, BH-2, GH-1 & GH-2 to inculcate necessary knowledge and importance about cleanliness among hostellers and hostel mess agencies to take proper measurement for cleanliness.
- 2. All residents of the University are also requested to be part of this Sanitation Drive Week and aware their children about importance of cleanliness.
- 3. S.E. (UWD) with a request to direct all concerned agencies to take necessary measurement.
- 4. D.R.(Estate & Security) with a request to make necessary arrangements for cutting unwanted grass and bushes.
- 5. Head, UITS Cell with a request to upload on the University Website
- 6. A.R. (Security) with a request to instruct security guards for monitoring these activities in order to security reasons.
- 7. A. R. to Hon'ble Vice Chancellor for information please
- 8. P.S. to Pro V.C. for information please
- 9. A. R. to the Registrar for information please
- 10. Office Copy

(Dr. Abha Vermani) Dy. Registrar

Link Officer (GA)