

**I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR
(REGISTRAR OFFICE)**

IKGPTU/REG/00/807

Dated: 06.09.2022

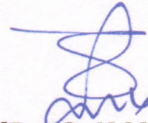
OFFICE ORDER

Subject: Prior approval before leaving the headquarter.

It has come to the notice of the authority that some employees (Teaching & Non-Teaching) are leaving the head quarter without the prior approval of the competent authority. Therefore, all employees (officers, faculty and staff) of the University are hereby directed to take prior approval of competent authority before leaving the headquarter.

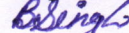
Non-compliance of order will attract disciplinary proceedings as per The Government Employees (Conduct) Rules.

This supersedes the earlier office order/notification issued in this regard.



(Dr. S. K Mishra)

Registrar

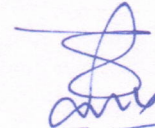


Dated: 06.09.2022

Endst. No.: IKGPTU/REG/00/808-811

A copy of the above is forwarded to the following for information and necessary action please.

1. Secretary to Vice Chancellor: For information of Hon'ble Vice Chancellor.
2. All HoD's (Teaching & Non-Teaching): to inform all the officers, faculty and staff working in their department(s).
3. Dean (Academics): to inform all the Directors/Incharge, IKGPTU Constituent Campuses.
4. Incharge (ITS): to upload on IKGPTU website.



(Dr. S.K. Mishra)

Registrar