OFFICE ORDER

Dated 21.06.2013

The Annual Stock Verification of the Dean’s Office and related facilities will be done by Dr. Mohd. Farooque Department of Mechanical Engineering on 27-06-2013. He will be assisted by:

1. Mr. Mohd. Sarosh Umar, Coordinator R. & D. Cell
2. Mr. Pankaj Kumar Majumdar, Section Officer
3. Mr. Shahzad Husain, Assistant Controller, R.P.Unit
4. Mrs Farzana Fayyaz, Assistant Dean’s Office
5. Mr. Mohd. Tariq Khan, Assistant (A/Cs)

The report will be submitted to the Dean on 01-07-2013

Copy to:-

D.F.O. (Purchase)
Dr. Mohd. Farooque, Deptt. of Mech Engg.
Mr. Mohd. Sarosh Umar, Incharge, R. & D. Cell
Assistant Controller (Examination)
A.C. (R.P.Unit) through Prof. Abu Tariq Chief Tabulator
Person concerned in Dean’s Office