TO SUBSTITUTE ONE BEARING SAME NUMBER AND DATE

No. D.722 /FO/CPO/PS/2017

Date: 11 July, 2017

For Wide Publicity

All Dean of Faculties/Dean Students' Welfare
All the Chairman of Department of Studies/All Head of the Offices, Proctor,
All Principal of Colleges/School, Director of Centres/Institutes, Member-in-Charges of
Offices/Departments, Provost of Halls of Residence/NRSC,
Assistant Registrar, VC Secretariat for information of the Vice-Chancellor
PS to Registrar/FO/COE&A AMU Aligarh

CIRCULAR

The Vice-Chancellor has observed that a large number of obsolete and
unserviceable items of furniture and fixtures etc. lying on the roof and corridors of the
building which lead to seepage and damp causing to damage of building as well as costly
machines, important files and paper etc. Those items which have lost their utility, need to
be condemned / auctioned immediately.

The Vice-Chancellor, in this regard as a very special case as one time measure
under section 19(3) authorised to all the Head of the Departments/Offices/Halls etc. by
escaping the step of the Technical Expert for condemnation as well as auction as provided
in the condemnation rules. The following steps are to be taken under consideration:

1. Arrange to send the repairable furniture to the Building Department for its
necessary repairs.
2. Provost of Halls of Residence/Proctor's Office will arrange the auction of
unclaimed items belonging to the students like bicycles/cloths/raddi etc. after due
publicity in the presence of auction committee constituted by the Provost of the
concerned Halls/Proctor as per provision of the condemnation rules.
3. All the functionaries of the university will arrange the condemnation/auction of
unserviceable items after constituting the condemnation/auction committee
comprising of at least three members of appropriate level.
4. The amount received through auction will be deposited in the head of account
"Miscellaneous Income Code No.50015" of the University. The taxes (GST) will
also be charged extra, on the income received through auction and deposit the same
after obtaining the consent of the Assistant Finance Officer (Cash).

(Prof. S.M. Jawed Akhtar)
Finance Officer