



Indira Gandhi Delhi Technical University for Women
(Established by Govt. of Delhi vide Act 09 of 2012)
Kashmere Gate, Delhi-110006

No.F.3 (1)/Admn/2013/IGDTUW/Vol-IV/ 1704

Dated: 17/12/2024

OFFICE ORDER

In order to strengthen the overall security of the premises and monitoring surveillance, performing building inspections and managing of other tasks related to security. Prof. S. R. N. Reddy, Professor (CSE), IGDTUW is hereby assigned the additional duties of Security Head of IGDTUW with immediate effect till further orders. The duties and responsibilities of the Security Head shall be as under :

- (i) Plan and ensure execution of Security arrangement in the University.
- (ii) To look after all the security arrangements in the campus.
- (iii) To supervise and control the work of security personnel.
- (iv) To assist the University authorities in maintaining law and order.
- (v) To maintain liaison with Police and district Authorities regarding - law and order problems and investigation of criminal cases affecting the University.
- (vi) To assist the University Hostel Administration in day to day functioning i.e. eviction of unauthorized occupants/intruders.
- (vii) To attend to fire incidents and other calamities and incidents on the campus.
- (viii) Any other duty as and when assigned by the Authority.

No extra remuneration shall be paid to him for performing this additional duty.

This issues with the approval of the Competent Authority, IGDTUW.

(Amit Sindhu)

Dy. Registrar, IGDTUW

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Copy to the following for information and necessary action:-

1. PS to Hon'ble Vice Chancellor, IGDTUW
2. PA to Registrar, IGDTUW
3. All Deans (Examination Affairs/Academic Affairs/ Student Welfare/ International Affairs/ RC&IRD), IGDTUW
4. All HoDs (MAE/ECE/CSE/IT/ASH/Arch. & Plg./Management/AI&DS, DAP), IGDTUW.
5. Chief Warden (Hostels), IGDTUW
6. In-Charge (Medical Centre), IGDTUW
7. In-Charge (Training & Placement Cell), (MAE), IGDTUW
8. In-Charge (Training & Placement Cell), (ICT), IGDTUW
9. Librarian, IGDTUW
10. Deputy Finance Officer, IGDTUW.
11. Assistant Registrar (GA), IGDTUW
12. System Analyst, IGDTUW with a request to upload the order on the University website.
13. Guard File

(Jagdish)

Asstt. Registrar, IGDTUW

