

**OFFICE OF THE DEAN OF UNIVERSITY INSTRUCTION  
PANJAB UNIVERSITY, CHANDIGARH**

Ref. No. 5027-5126 / DUE / DS  
Dated: 28-08-2018

**CIRCULAR**

The Chairpersons/Directors/Coordinators and faculty members of all teaching Departments/Centres/Institutes are hereby informed that before finalizing the dates for holding seminars/conferences/workshops/symposia etc., prior confirmation for the dates must be sought from the office of the DUE to help arrange the proper space and other infrastructural facilities for the smooth conduct of such activities. This is further informed that Inaugural Function should not exceed 30 minutes duration where Vice Chancellor or DUE have been invited as Chief Guest.

*28/8/2018*

Dean of University Instruction

Issued to all Chairpersons/Directors/Coordinators