

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

No. 2798/DUI/DS

Dated: 12.07.2023

CIRCULAR

All Chairpersons/Directors/Coordinators of Departments/Institutes/ Centres are requested to immediately make a list of infrastructure and furniture that has been damaged/destroyed in the recent spate of heavy rainfall and needs urgent replacement and repair. All leakages in buildings and false ceilings in their Department/Institutes/Centres which require major renovation may please be reported tomorrow on xen1@pu.ac.in with copy to DUI.

Minor repair work and small issues that Chairpersons/Directors/ Coordinators can rectify through their budget heads for repair and maintenance may be carried out by the Departments/Institutes/Centres on their own. Only major issues need to be reported that require the XEN's immediate attention.



Dean of University Instruction

**All the Chairpersons/Directors/Coordinators
of Departments/Institutes/Centres**

For Circulation