

**OFFICE OF THE DEAN STUDENT WELFARE
PANJAB UNIVERSITY, CHANDIGARH**

No. DSW/24/ 970
Date: 12/4/24

CIRCULAR

It is submitted that all departments, hostels (boys and girls) of Panjab University, Chandigarh hereby are requested to submit their data of water cooler (existing and serviceable /unserviceable) of their department and hostels alongwith date of purchase, from which fund the said water cooler was purchased/procured by them, to the office of Dean Students Welfare by 03.05.2024.

Further, it is requested to kindly submit the fresh demand of water cooler with justification duly signed by head of the department and hostel warden to the undersigned immediately so that cases can be put up to technical committee and purchase committee of DSW, constituted by the Vice Chancellor, for providing water cooler in near future.

Sr. No.	Name of the Departments/ Hostels (Boys and Girls)	No. of existing and serviceable water cooler	Date of purchase of Water cooler	Specify the fund under which the water cooler has been provided to you.	No. of Unserviceable water cooler	Fresh demand of water cooler	Remarks
1.							

This is for your information and necessary action.


12/04/24
Dean Student Welfare

1. Director, Computer Science is requested to circulate this circular to all Chairpersons/Coordinators/Directors of departments, Panjab University, Chandigarh.
2. All Wardens of Hostels (Boys & Girls) of Panjab University.