



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)

'A' Grade University Accredited by NAAC

No. EE/C-II/15/

Dated :

1443-563
24-9-15

To

1. All the Deans of Faculties,
M.D.University, Rohtak.
2. The Dean, Academic Affairs/DCDC,
M.D.University, Rohtak.
3. All the Directors of Institutes,
M.D.University, Rohtak.
4. All the Heads of Teaching Deptts.,
M.D.University, Rohtak.
5. The University Librarian, Vivekananda Library,
M.D.University, Rohtak.
6. The Manager, University Press,
M.D.University, Rohtak.
7. The Director Sports,
M.D.University, Rohtak.
8. The Principal, University Campus School,
M.D.University, Rohtak.
9. All the Branch Officers,
M.D.University, Rohtak.
10. The Provost (Boys/Girls)/All the Wardens,
M.D.University, Rohtak.
11. PA to Vice-Chancellor/Registrar/C.O.E.,
M.D.University, Rohtak.

Sub: Repair and maintenance of various types of ACs installed in various buildings / Deptts./Offices/Hostels in MDU, Rohtak.

Sir/Madam,

It is brought to your kind notice that the various types of ACs were fixed in various buildings / Deptts. in MDU Campus, Rohtak. This office is facing great difficulty in maintaining and repairing of these ACs. Many of these ACs are not entered in the record of concerned Deptt. / building. It is also pertinent to mention here that the users of these ACs are not receiving these ACs in their Stock Register and many of these ACs are of very old type, which have outlived their life. The material / parts of these old type ACs are not available in the market due to which, the problems are being faced at the time of maintenance and repair of these ACs.

Keeping in view the position explained above, you are requested to ask your concerned official to take these ACs in the record of the Stock Register of your office with the details of date of purchase of the ACs & cost of the AC. It is further requested that if any of the ACs is found without this record entry in the Stock Register, the same will not be got repaired by this office.

Yours faithfully,

Executive Engineer (C-II)

Endst. No. EE/C-II/15/.....

Dated : 24-9-15

A copy of above is forwarded to the following for information and necessary action, pl. :

1. SDE (Elect), MDU, Rohtak.
2. Sh. Radhey Shyam, J.E. (Elect), MDU, Rohtak.
3. Sh. Ashwani Kumar, A.C. Supervisor, Engg. Cell, MDU, Rohtak.

Executive Engineer (C-II)

Dy-UCC-2246
1-10-15

CO

G. S. S. S.
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