



श्री माता वैष्णो देवी विश्वविद्यालय

**Shri Mata Vaishno Devi University**

Sub Post Office, Katra – 182 320 (J&K)

EPABX No.: 01991-285524, 285634, 285699, Extn. 2102, 2104

(A State University established under J&K State Legislature Act No. XII of 1999)



No. SMVDU/Adm./2023/ 5079-86

Dated: 24 08.2023

**ORDER**

**Subject: To assign additional duties – reg.**

In the interest of administration, Ms. Anu Nagyal, Section Officer, presently posted in the office of the Dean, Faculty of Management, in addition to her own duties shall also provide the secretarial assistance to the Coordinator, FDC, SMVDU, for the work related to FDC, with immediate effect, till further orders.

Mr. Joginder Paul, Section Officer, shall handover the charge of SO[FDC] to Ms. Anu Nagyal, Section Officer, under the Supervision of the Coordinator, FDC, with a copy to Registry.

This is issued with kind approval of the Competent Authority.

18/8/23  
24/08/23  
Registrar

**Copy to:**

1. All Deans/Heads/Section Heads, for information.
2. Dean, FoM, for information.
3. Coordinator FDC, for information.
4. AR, VC Secretariat, for the kind information of Hon'ble Vice-Chancellor.
5. Faculty I/c Website, for information and uploading on the University website.
6. Concerned: \_\_\_\_\_ for information & compliance.
7. Office order file.
8. Personal files of the concerned.