

MOST URGENT



DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
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FAX: +91-11-27871023,
(ACCOUNTS BRANCH)

No.F.5/ DTU/Accounts/2023-24/1966/ 808

Dated: 12.09.2023

OFFICE ORDER

As approved by the Hon'ble Vice Chancellor, DTU all are requested to strictly follow the timeline for submitting various proposals for Organization of Events/Activities etc in University to accounts Branch. All such proposals for organization of any Event/Activity must be submitted **at-least 10 days prior to the date of actual commencement** of any such Event/Activity etc, so that proper scrutiny of the case may be done and necessary approval of Competent Authority may be obtained well in time.

This issues with the prior approval of Hon'ble VC, DTU.

Narendra Dev

12/09/2023

(PROF. NIRENDRA DEV)

CONTROLLER OF FINANCE

Copy To:

- 1) The Hon'ble VC, DTU for kind information
- 2) The Registrar, DTU for kind Information
- 3) All HODs/ DEANS/ COE and OICs for information and necessary compliance.
- 4) Director EDC, for information and necessary compliance.
- 5) Director IQAC, for information and necessary compliance.
- 6) Head(CC) with the request to upload the office order on University Website.
- 7) Guard File.

Mahesh Kumar

(MAHESH KUMAR)

DY. CONTROLLER of ACCOUNTS