

दिल्ली कौशल एवं उद्यमिता विश्वविद्यालय  
DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY  
(A State University Established under Govt. of NCT of Delhi Act 04 of 2020)  
Integrated Institute of Technology Complex  
Sector 9, Dwarka, New Delhi - 110077

F.No.2(223)/Admin/DSEU/2022/1066

Date: 01/11/23

OFFICE MEMORANDUM


**Sub: Visiting DSEU, HQs (Dwarka) without prior permission/approval of the Concerned Campus Director**

It has been noticed that officers/staff/lecturers of various Campuses of DSEU have been found to be roaming around in the DSEU, HQs (Dwarka) and DTTE, HQs without prior permission of the concerned Campus Director, resulting in willful insubordination & gross negligence of duties and also resulting in neglecting their primary duty of Teaching.

Many a times the proper channel of communication is not followed and the officers/staff/lecturers of the Campuses make representations directly to DTTE which is not in order as the official procedure is not followed.

It is, therefore, directed that officer/staff/lecturer of Campuses of the DSEU should visit University HQs and DTTE HQs only with the prior permission/approval of the concerned Campus Director or on direct invitation by DSEU HQs officials and follow the proper channel of communication while making any representations.

This issues with the approval of the Competent Authority, DSEU.

  
(Prof. Gagan Dhawan)  
Registrar  
Date: 01/11/23

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Copy to:

1. All Campus Directors, DSEU to circulate among staff
2. AR (IT) to upload on website
3. PA to Registrar, DSEU
4. PS to VC, DSEU
5. Guard File

  
(Bindu Nair)  
Dy. Registrar