



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(231)/Admin/DSEU/2022 1287

Date: 22/12/2023


**OFFICE MEMORANDUM**

**Sub: To provide Personal File and Service Books of Officers/Staff of University whose increment falls on 01.01.2024**

Kind attention of all Campus Directors is invited towards the annual increment of Officers/Staff of University whose increment falls on 01.01.2024. As per OM No.2(222)/DSEU/Admin/2021/881 dated 05.10.2023 salary of all the employees of University are being disbursed at Central level from University, HQs.

In view of same, all the Campus Directors are hereby requested to send personal file and service books completed and updated in all terms of all such officers whose increment falls on 01.01.2024 to DSEU, HQs earliest by 28.12.2023, so that necessary Annual Increment Certificate may be issued to them.

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


  
(Prof. Gagan Dhawan)  
Registrar

Date: 22-12-2023

F.No.2(231)/Admin/DSEU/2022 1287

Copy to:

1. DCA, DSEU
2. DR (HR/Admin), DSEU
3. All Campus Directors, DSEU
4. DDO, DSEU
5. AR (IT) to upload on website
6. PS to VC, DSEU
7. PA to Registrar, DSEU
8. Guard File

  
(Bindu Nair)  
Dy. Registrar