



Indira Gandhi Delhi Technical University For Women

(Established by Govt. of Delhi vide Act 09 of 2012)

(Formerly Indira Gandhi Institute of Technology)

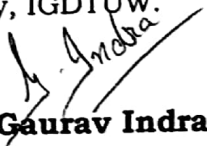
F.No. IGDTUW/GA/Security/2019-20/08-23

Dated: 08/04/19

OFFICE ORDER

In order to streamline the Security Management and Services in IGDTUW, the Shift Wise Deployment Chart with location of posting of Security Guards has been come into force w.e.f. 1st April, 2019 for smooth functioning of round-the-clock security services in IGDTUW Campus.

This is being issued with the approval of Competent Authority, IGDTUW.


(Gaurav Indra)

In-Charge (Sanitation/Security)

Enclosures :-

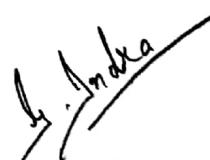
Deployment Chart of Security Guards

F.No. IGDTUW/GA/Security/2019-20/08-23

Dated: 08/04/19

Copy for information to :

1. All the Deans (Planning & Development/Examination/Academics/Students Welfare/International Affairs), IGDTUW
2. Chief Proctor, IGDTUW
3. All Deputy Dean, (Students Welfare/R&C/IRD), IGDTUW
4. All HoDs (MAE/ECE/CSE/IT/ASH/Arch & Plg.), IGDTUW
5. Chief Warden, IGDTUW
6. Dy. Registrar, IGDTUW
7. In-Charge (Medical Centre), IGDTUW
8. In-Charge, TPO (ICE), IGDTUW
9. In-Charge, TPO (MAE), IGDTUW
10. Dy. Finance Officer, IGDTUW
11. Librarian, IGDTUW
12. System Analyst, IGDTUW with a request to upload the order on the University website.
13. Store Officer, IGDTUW
14. PS to Hon'ble VC, IGDTUW
15. PA to Registrar, IGDTUW
16. Guard File


(Gaurav Indra)


In-Charge (Sanitation/Security)

INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN, KASHMERE GATE, DELHI 110006

DEPLOYMENT OF SECURITY GUARDS

S.NO	LOCATION OF POSTING/ TIMINGS	SECURITY ZONES	SHIFT				TOTAL OF STAFF
			SHIFT 1 6:00 AM- 2:00 PM	SHIFT 2 2:00 PM-10:00 PM	SHIFT 3 10:00 PM-6:00 AM	GENERAL SHIFT 9:00 AM-5:00PM	
1	GPO GATE	ENTRANCE GATES TO UNIVERSITY				1	
2	MAIN ENTRANCE GATE		2		2		
3	INCUBATION CENTRE GATE		1	1	1		
4	BANK GATE	GIRL'S HOSTELS UG AND PG	1	1	1		
5	KAVERI HOSTEL		1	1	1		
6	KRISHNA HOSTEL		1	1	1		
7	ADMINISTRATION BLOCK	ADMINISTRATION AND DEPARTMENTAL BLOCK ENTRANCE	4	4	1	1	
8	IT BLOCK		1	1	1		
9	MAE BLOCK		1	1	1		
10	ECE BLOCK		1	1	1		
11	SOCIAL SCIENCE BLOCK		1	1	1	3	
12	ACADEMIC BRANCH					1	
13	EXAMINATION BRANCH					1	
14	ACCOUNTS BRANCH					1	
15	LIBRARY					1	
16	COMPUTER CENTRE					1	
17	TNP CELL					1	
18	NURSERY	ADMINISTRATIVE OFFICES				2	
19	BEHIND IT BLOCK AND SOCIAL SCIENCE BLOCK (PATROLLING)		1		1		
20	BEHIND ACCOUNTS BRANCH AND AUD		1		1		
21	BEHIND ADMINISTRATION BLOCK AND MAE BLOCK				1		
22	PATROLLING GUARDS	PERIPHERAL ZONES		1	1(GM)		
23	SECURITY MANAGEMENT TEAM		1(S1)	1(S2)	1(S3)	1(SO)	
	TOTAL		15	17	16	12	
	SO: SECURITY OFFICER	S: SUPERVISOR	GM: GUNMAN				
							60

[Handwritten Signature]
20/11/19

[Handwritten Mark]