

**ACADEMIC SECTION
ICAR-INDIAN VETERINARY RESEARCH INSTITUTE
IZATNAGAR**

No.F.6-5/2015-Acad

Dated: 11.04.2017

CIRCULAR

An Expert Committee, constituted by UGC, to review the functioning of IVRI is going to visit the institute during **April 24 to April 26, 2017**. All the Joint Directors / Heads of Divisions / Sections Incharges/ Hostel wardens are, therefore, requested to prepare themselves for the visit of the aforesaid committee during the above mentioned period. In this connection, all concerned faculty, students and the staff may be instructed to be present in apron/ proper dress in their concerned laboratory / section/ hostel during the visit. Further, all the laboratories / sections / hostel / mess / canteen etc. may be kept neat and clean for the inspection. During this period no any kind of leave be sanctioned except under compelling circumstances. The following records may also be kept ready for inspection by the Committee:

- Attendance registrar of PG students
- Class schedule
- Practical schedule
- List of teaching aids, equipments, etc.
- Internal examination schedule
- List of research projects, publications, thesis, manual, etc.
- Any other relevant documents


Registrar

Distribution:

1. All JDs/HDs/SICs/Chief Hostel Warden/ Wardens/ Security Officer/ Incharge Human Hospital/ Incharge Guest House/ Academic Coordinator (DU) / Coordinator (UG) / Controller of Exam. /Assistant Registrar/ In-Charge, Placement Cell/ I/C, Games & Sports Activities / Cultural Activity / Literary Activity/ President, IVRIS, for information and necessary action.
SWO, Noddell
2. The Incharge, NLVS / Farm / Sanitation and Horticulture / Engineering-I & II / Incharge Human Hospital / Incharge Computer Centre / Incharge Communication / Incharge, ATIC, IVRI, Izatnagar.
3. Incharge, ARIS, for uploading on website.
4. OIC (Eng.I)/ OIC (Eng.II), IVRI, Izatnagar.
5. Incharge, Horticulture & Sanitation, IVRI, Izatnagar.
6. AAO (VPS), IVRI, Izatnagar.
7. PS to Director/ PA to JD(A)/ PS to Comptroller/ PS to CAO/ PA to Registrar, for information.