

1/234/2023



SAMBALPUR UNIVERSITY
Jyoti Vihar-768019, Dist.-Sambalpur, Odisha
(Accredited A Grade by NAAC)

No. 4856/Estt.-I-1/C/01Date: 19/08/2023**OFFICE ORDER**

This is for information of all concerned that, all the files of this University shall be processed/ moved through **e-Office** henceforth. All the teaching and non-teaching staff of this University are directed to take necessary step to process the files through **e-office** positively. No physical movement of files shall be entertained after 1st September, 2023 onwards.

By Order of Vice Chancellor

M. K. Mishra
 Registrar 19/8/23

Memo No. 4857/Estt.-IDate: 19/08/2023

Copy forwarded for information and necessary action to:

1. Chairman, PG Council, Sambalpur University.
2. All Heads, PG Departments/Director, CDC/HRDC/SUIT/ CDOE/ PEC / e-Governance/Convenor USIC/Programme Coordinator, NSS/ Medical Officer, Health Centre/ Manager, University Guest House.
3. All Officers / Secretary to VC/ All Section Officers/ Personal Assistants/ Type Superintendents.
4. Secretary to Vice-Chancellor for kind perusal of the Vice-Chancellor, Sambalpur University.
5. Principal, L.R. Law College, Sambalpur/ Jyoti Vihar Higher Secondary School/ Head Master, Jyoti Vihar High School.

M. K. Mishra
 Registrar 19/8/23