



No.: CURAJ/R/F.115/2019/3406

Date: 19/11/19

Circular

To provide uninterrupted Electric Supply through DG Set (if required) during any event/function like seminars, exams, cultural programs etc. organised in the University, the organiser/representative of that event/function shall submit a request on a prescribed format in the Estate Section atleast before two working days of the scheduled event/function with the approval of the competent authority.

The proforma for the same is enclosed herewith and also available on website of the University.

This is issued with approval of the competent authority.
Hindi version will follow.


Registrar 19/11/19

Central University of Rajasthan

To:

- 1) All the Deans, HoDs, Administrative Officers, Principal/KV.
- 2) All Faculties.
- 3) All Section-In-charge.
- 4) Hindi Officer – For translation in Hindi language of Circular & Proforma.
- 5) ICT Cell- For uploading the proforma on website of the University.
- 6) Office copy.



No.:

Date:

**PROFORMA FOR PROVIDING UNINTERRUPTED ELECTRIC SUPPLY
THROUGH DG SET FOR ANY EVENT/FUNCTION**

Sr. No.	PARTICULARS	DETAILS		
		Date	Duration	Location
1	Name of the Organising Department/Section			
2	Name of the Event/Function			
3	Schedule of the Event/Function, when uninterrupted power supply is required.			
4	Name & Contact No. of the Organiser/Representative			
5	Other information, if any & Justification for requirement of uninterrupted electric supply on DG Set.			

Note: This proforma should be submitted in the Estate Section atleast two working days before the scheduled event/function with the approval of the competent authority.

Signature of the Organiser/Representative/
Head of Section

HOD/Dean

Approved/Not Approved
HVC