



दिल्ली कॉलेज ऑफ आर्ट्स एण्ड कॉमर्स
DELHI COLLEGE OF ARTS & COMMERCE

दिल्ली विश्वविद्यालय
(University of Delhi)

नेताजी नगर नई दिल्ली - 110023
Netaji Nagar, New Delhi - 110023

DCAC/PF/2020/ 1 July 2020

OFFICE ORDER

It has been decided that in addition to his present duties, Mr Y S Chauhan, Senior Assistant will look after the work of medical bill reimbursement with immediate effect.

All the medical bill reimbursement work will be done under the direct supervision of Mr. Sanjeev Kumar, S.O. (Accounts). S.O. (Accounts) after re-verification and cross check may release the medical bills.


Dr Anuradha Gupta
Acting Principal

Copy for information and necessary records to:

1. A.O. (Admin.)
2. A.O. (Accounts), personal file of all concerns
3. Offg. Librarian
4. Mr Sanjeev Kumar, S.O. (Accounts)
5. Mr Y S Chauhan, Senior Assistant
6. Ms Sunita Sharma, Assistant - to hand over all the pending medical bills and related papers in respect of medical to Mr Y S Chauhan.
7. ✓ System & Network Administrator – for uploading on College website