

CENTRAL UNIVERSITY OF PUNJAB

Ref No: CUPB/CC/16/00/ 28 ✓

Dated: 27.01.2016

OFFICE ORDER

The IPR Cell of Central University of Punjab will be conducting a seminar on the "Evolving Importance of Intellectual Property Rights" on 30th January 2016 in the University Auditorium. As approved by the competent authority, the faculty and staff responsible to perform various duties for the above seminar is as under:-

Sr. No	Duty	Staff/Students
1	Tea and Lunch for experts	Campus Manager
2	Auditorium arrangements and cleanliness	Campus Manager
3	Photography	Mr. Aashish Ravi, Mr. Gajendra
4	Press report and Press release	Dr. Tarun Arora, Associate Professor Dr. Rajinder Kumar, Assistant Professor Dr. Ramanpreet Kaur, Assistant Professor Dr. Bhupinder Singh, Professional Assistant
5	Memento and Certificates	Dr. Amandeep Singh, Assistant Professor
6	Refreshment for participants	Dr. Deepak Kumar, Assistant Professor Mr. Gagandeep, Sports Officer
7	Registration and Certificate	Dr. Dhanya M.S., Assistant Professor Dr. Yogalakshmi K.N., Assistant Professor Ramanpreet Kaur, Harmanpreet Kaur, Neha Kaushik
8	Website update about the seminar and Audio-Video arrangements in Auditorium	System Analyst
9	Overall Coordination	IPR Cell

N. Q.
Registrar (O) 27/1/16

Copy to:-

1. VC Secretariat: for kind information of the Vice Chancellor
2. Dean Academic Affairs
3. All Deans/CoCs/OICs
4. Controller of Examinations
5. Accounts Officer
6. All Concerned
7. Concerned file