

23/1

**झारखण्ड केन्द्रीय विश्वविद्यालय**  
**Central University of Jharkhand**  
(A Central University established by an Act of Parliament of India in 2009)

No.:CUJ/GA/26/2016/66

Date: 23.01.2019

**NOTICE**

It has been observed that security verification for all incoming items / materials in the University through purchase / supply order/s is not available in most of the concerning invoices / bills processed for payment.

It is notified for information and necessary action by all concerned that security verification / gate entry on all procurements through purchase / supply order/s issued by the different Departments / Sections / Cells shall be mandatory on all concerning invoices / bills before entry in Stock Register and further payment processing. Finance Section is directed to take the same into consideration while initiating payment of such invoices / bills.

Further, for all outgoing items/materials also, security verification and gate pass shall be mandatory for exit from the campus premises.

This will come into force with immediate effect till further orders.

This issues with the approval of the Vice Chancellor.

Sd/-  
**REGISTRAR**

Copy for information and necessary action to:

1. Controller of Examinations / Librarian
2. All Deans of Schools
3. All Heads/Coordinators of the Departments
4. Prof. I/c Academics / I/c R&D
5. All DRs / IAO / EE / I/c Health Centre /ARs / PRO
6. PS to Vice Chancellor / Registrar / Finance Officer
7. All Departments / Sections / Cells
8. Security Officer I/c / Security Inspector
9. Technical Cell: for University website
10. Notice Board, Concerned File & Guard File

  
**REGISTRAR**  
23/1/19



CENTRAL UNIVERSITY OF JHARKHAND, RANCHI  
झारखण्ड केन्द्रीय विश्वविद्यालय, रांची

SL.NO. -----  
(For security office)

Date:.....

**Security Gate Pass**

Name to whom Gate pass is issued: .....ID proof with No.: .....

Name of the Goods & no. of piece/s Going Out: .....

Receipt no. (Attach the List or Bill If Any): .....

Vehicle Type & No. ....

Phone No..... Signature with Date: .....

Name of the Issuing Department/Office of CUJ: .....

Name of the Issuing Authority..... Signature with Seal.....

Name of Estate Officer :..... Signature with Seal.....

Name of SG Who Checked: . .... Signature with Seal .....

Name of Security Officer (I/C):..... Signature with Seal .....