

OFFICE OF THE CHIEF OF UNIVERSITY SECURITY
PANJAB UNIVERSITY, CHANDIGARH

Sub: **Vehicle Stickers for Faculties and non teaching employees.**

It is submitted that vehicles stickers for Faculties and non teaching staff are available in the O/o The CUS following are the conditions to be observed please.

- i) Concerned official of each departments / office will keep the record of stickers against the R C of students/ employees and will issue the stickers by writing the RC no of vehicles on every sticker. Stickers without vehicles Registration Numbers will be considered as invalid.
- ii) The stickers for employees / staff will be issued by Security office to the official of departments / officers/ branches against the Registration Numbers of the vehicles contained in the lists duly verified and sent by the Heads of the Departments/ Officers/ Branches. Concerned Official of each departments/ Office will keep the record of stickers against the RC of staff/ employees and will issue the stickers by writing the RC no of the Vehicles on every stickers.
- iii) The employees already in the possession of stickers need not to apply for the new stickers. However, such employees in whose case the stickers already issued to them got spoiled/ damaged due to one reason or the other, can apply for issue of new stickers after valid reason/ explanation, it will be duly verified by the HOD, Chairperson, Director etc. please.

Thanking you,

C U S

Issued to:

1. *All Chairperson/ Directors/ Coordinators.*
2. *All Deans.*
3. *Registrar/ C O E/ F D O*
4. *All Wardens*
5. *XEN Office*
6. *Architect*
7. *C M O*
8. *Librarian*
9. *Manager, Press*
10. *Director Public Relations*
11. *Chief of University Security.*
12. *Office Incharge, DSW Office*