

From

The University Librarian
CCSHAU, Hisar

To

All the Deans/Directors/HODs/
Officers of the University (Including Outstations)
CCSHAU, Hisar

Memo. No. Lib./SSS/2023/ 3180-3264

Dated: 6-12-2023

Subject: Destruction of old record pertaining to Nehru Library – SARs/ACRs/APRs files thereof.

As per instructions issued vide Comptroller's Endst. No. 3098-3296 dated 27.02.2003 this office has prepared a list of SARs/ACRs/APRs files of employees of Nehru Library, who had been retired/expired/resigned/terminated etc. upto 2013, for destruction. List of files has been sent through e-mail (if not received by any office, the same may be informed). As per instructions circulated vide Comptroller's Endst. No. CAUH/AI-1/2017/24291-410 dated 27.07.2017, following certificates are required to be recorded before destruction of old record:

- a) that no Audit Objection/ AR/Audit Para/AG Para/Temporary Advance etc. is pending.
- b) that no disciplinary proceeding is pending.
- c) that no court case/vigilance enquiry is pending.

In view of above, it is requested to check the attached list and intimate within a fortnight whether any Court Case/Vigilance Enquiry/Audit Objection/AR/Audit Para/AG Para/disciplinary proceedings etc. is/are pending pertaining to these files, failing which it shall be presumed that no Court Case/Vigilance Enquiry/Audit Objection/AR/Audit Para/AG Para/disciplinary proceedings etc. is/are pending pertaining to the said record and further action with regard to destruction of the same will be taken accordingly.

Encls: List of old record (Pages 02)


University Librarian

CC:

1. The Comptroller, CCSHAU, Hisar.
2. The Registrar, CCSHAU, Hisar.
3. The J.D. (Audit), CCSHAU, Hisar.
4. The Incharge, Computer, Section, COBS&H, CCSHAU, Hisar, for uploading the attached list alongwith this letter on University website.