

## Department of Physics National Institute of Technology Srinagar, Kashmir

## Urgent NOTICE Dated: 11.01.2022

To make the day to day Goverence of the department transparent and accountable, the following shall start from today i.e 11<sup>th</sup> of January ,2022:

- 1. Establishment of Roznamza (Day Book) for all urgent Communications and correspondences.
- 2. Recording of Work Compliance Report (WCR) on weekly basis.
- 3. Evaluation of academic activities on weekly basis for Staff & Faculty.
- 4. All Accounts including Imprest, expenses incurred on outreach programme and events shall be put on Online from 01.01.2022 (Physics Page)
- 5. The three Parameter/ Principles:
  - a) Clean Accounts
  - b) Accountable Academics
  - c) Functional Laboratories shall be on priority.

By Order

**HOD Physics**