



FINANCE OFFICERS' SECRETARIAT Aligarh Muslim University, Aligarh

Ref. No.: D- 1537 FO/CPO/2018-19

Dated: 13 July 2018

for wide publicity

CIRCULAR

All Deans of Faculties / Dean Students' Welfare.
All Chairmen of the Departments of Studies.
All Director / Coordinator of the Centre / Institutes / Unit.
All Head of Offices / MICs / OSDs.
All Principals of Colleges / Polytechnics / Schools.
All Provosts of Halls of Residence / NRSC.
All Joint Registrars / Joint Finance Officers / Joint Controllers.
All Deputy Registrars / Deputy Finance Officers / Deputy Controllers.
All Assistant Registrars / Assistant Finance Officers / Assistant Controllers.
Assistant Registrar VCs / PVCs Secretariat.
P.S. to Registrar / Finance Officer / Controller.
Aligarh Muslim University, Aligarh

Guidelines for Air-Conditioners

The Vice-Chancellor has approved the following guidelines for new installation & replacement of Air-Conditioner in the University:

1. Air Conditioner may be installed/ replaced in the following categories:
 - i. Reading Room / Seminar Room / Departmental Library
 - ii. Computer Lab / Instrumentation Lab
 - iii. Clinical Lab (Medical Facilities)
2. The Vice -Chancellor has also approved that for the above purposes if the funds are available under the heads such as "Departmental Development Charges/ Revolving Funds", Air-Conditioners will be procured out of these funds.

In rest of the Departments/ Offices, where funds from any appropriate source is not available, Air-Conditioners will be procured out of the head "Pool Equipment" of the University.

(Prof. S. M. Jawed Akhtar)
Finance Officer

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