

Baba Farid University of Health Sciences, Faridkot

Dated:- 16.07.2021
22

Order No:- BFUHS/ 2021/ _____

Office Order

Subject:- Regarding control of Electric Expenditure.

As the Expenditure upon the Electricity bills are enhancing day by day. To control the said expenditure the following may be ensured :-

- 1) That all the branch heads/ Heads of the Departments to ensure that all the Electrical appliances should not be in running condition, when they are not in use. A note "Please Switch off all lights/ fans and other electrical appliances when not in use" may be pasted in their respective branches/ departments.
- 2) That the Hostel Superintendents of various hostels may be requested to ensure that the following :-
 - That the students who have installed Air Conditioners at their rooms are having permissions for installation of the AC's.
 - That their electrical sub-meters are working properly.
 - That a proper month wise record has been made for consumption as well as amount collected from the students.
 - That the following information may also be sent to this office, strictly in the following format, within a period of 7 days :-

Sr. No	Hostel name	Course	Student Name	Father Name	Roll No	Detail of Month wise electric consumption	Detail of amount collected on account of electricity bill

- 3) That the Principals of all the constituent colleges may also ensure that the contractors to whom the Hostel Messes/ Canteens and other locations are allotted are paying their Electric charges in routine and the detail of the same may also be sent by them to this office.
- 4) That the Principal, SINPMS, Badal to inform that whether the faculty and staff members living in the residential accommodations have got their separate electric meters from the PSPCL or they are using the Electric supply from the main line of the College. The month wise details of the electricity consumed as well as the electric bill paid by them to the college (if electricity is obtained from the main line of the college) may be sent to this office.

Sd/-
Registrar

Endst No:- 13125 - 29

Date:- 16.07.2021
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Copy of the above to:-

- 1) SVC for kind information of the Hon'ble Vice Chancellor
- 2) PA to Registrar for kind information of the Registrar, BFUHS, Faridkot
- 3) All Principals/ Medical Superintendents/ Director/ Senior Medical Officers of all Constituent Colleges/ Hospitals and Institutions of the University.
- 4) Incharge, IT Cell:- to display the said office order on the University website for information of all concerned.
- 5) All Heads of Departments/ Branch heads:- for information and necessary action.

S.P. Singh
Registrar