

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

No. DR (Estab)/ (409)/1727

Dated: 23-02-2026

CIRCULAR

It is hereby notified for information to all that in order to maintain cleanliness, hygiene, and a conducive working environment, weekly cleaning of all offices, classrooms, laboratories, and common areas of the department will be conducted w.e.f. 23-02-2026 to 27-02-2026.

All Chairpersons and HOD's are requested to ensure that their workspaces are properly organized before the scheduled cleaning time. Any personal or sensitive items should be secured to facilitate smooth cleaning operations.

The support staff is directed to strictly follow the cleaning schedule and report compliance to the undersigned.

Your cooperation in maintaining a clean and healthy environment is highly appreciated.

REGISTRAR

Copy for information to:

- 1 PS to Vice Chancellor
- 2 PA to the Pro Vice Chancellor
- 3 All Deans
- 4 All Chairpersons/ HoDs
- 5 Director Finance
- 6 Principal Medical Officer
- 7 Deputy Registrar (Cdn)/(Acad)/ (S&G)
- 8 Ag. Resident Auditor