



# SANT BABA BHAG SINGH UNIVERSITY

Village Khiala, PO Padhiana, Distt - Jalandhar

Ref No:- SBBSU/26/262

Date:- 18-02-2026

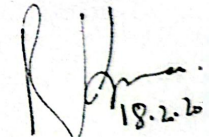
## OFFICE ORDER

### **Sub – Deletion of the names from Whatsapp Group & Biometric Attendance.**

University is managing Whatsapp group in the name and style of "Team SBBSU (Academics)". It has been decided that as and when any Officer/ Official is relieved from the University on completion of term of appointment / on selection in other organization or due to the other reasons. All such officers/ officials who are the member of this group should leave the group immediately on the day of relieving. If they will not leave/ quit the group voluntarily, group Admin will delete the name from the group.

Mr. Rajwinder Singh Dhami, SNA is hereby authorized to delete such members from the group on their relieving. Similarly, Mr Rajwinder Singh Dhami will remove their employee ID from the biometric attendance on their relieving.

This issues with the approval of competent authority.

  
18.2.26  
Registrar

### **To:**

1. Dean Academics
2. Controller of Examination
3. All Deans / Dy Deans
4. All Directors / Dy. Directors
5. All HoDs and CoDs (For circulation among all faculty , staff and students)
6. C.A.F.O, T&P Cell, Chief Warden (Boys Hostel), Warden (Girls Hostel), Admission Cell , Librarian, Estate Officer, Incharge Dispensary, Store Incharge, Workshop Supdt, Manager Facilities, Security officer
7. Mr. Rajwinder Singh, SNA
8. Website Incharge
9. Notice Board

### **Cc:**

1. Secretary, SBBSMCS – for kind information please
2. Vice-Chancellor, SBBSU – for kind information please