

Gujarat National Law University

Gandhinagar

Ms. Reena S.
 Section Officer-HR

Date: Thursday, 22 October 2026
 GNLU/HR/302/1026

OFFICE ORDER

Subject: Posting/Transfer and Assignment of Responsibilities

The following posting/transfer and work arrangements are hereby ordered in the University with immediate effect and shall remain in force until further orders.

Sr. No.	Name of the Officer/Official	Designation	Existing Posting	New Posting and Work Assigned
1	Mr. Rahul Pandya	Assistant Registrar (General Administration)	HR Section	He shall look after University Vehicle, the Medical Health Centre, Ambulance services at GNLU Gandhinagar. Further, he shall also be responsible for overseeing Housekeeping Services and Security Services at GNLU Gandhinagar. Along with he shall also assist Deputy Registrar, GNLU Silvassa Campus for the overall administrative and maintenance work at GNLU Silvassa Campus.
2	Mr. Kalpesh Prajapati	Section Officer	Transport, Travel Desk assignments Training Division, Housekeeping Services, University Security Services, and University Campus Maintenance, including both Girls' and Boys' Hostels	Along with the Campus Maintenance, including both Girls' and Boys' Hostels in coordination with Mr. Vijay Vaghela, Section Officer, also Transport from the outsourcing agency, Travel Desk assignments Training Division, he shall also look after all accounts related work of the GNLU, Silvassa from GNLU, Gandhinagar Campus.

The officers/officials concerned are directed to take charge of their respective assigned responsibilities and ensure the smooth and efficient functioning of the University. This order shall come into force with immediate effect and shall remain in force until further orders.

This order is issued with the approval of the Competent Authority.