



SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

(Established under section 3 of the UGC Act, 1956)

Re-accredited by NAAC with 'A' grade (3.58/4) | Awarded Category - I by UGC

Founder: Prof. Dr. S. B. Mujumdar, M. Sc., Ph. D. (Awarded Padma Bhushan and Padma Shri by President of India)

Notification No.SIU/U-28/915 dated 9th January, 2020

Sub: Policy/ Guidelines on Preservation and Disposal of Documents/ Records of the Symbiosis International (Deemed University)


It is hereby notified for information of all concerned that, as per the decision taken by the University authorities, the Policy/ Guidelines on Preservation and Disposal of Documents/ Records of the Symbiosis International (Deemed University) is attached as Annexure 'A'

The Guidelines will be effective from the date of publication of this notification.

Authority: BoM Resolution No. A7 dated 18th December, 2019

SIU/U-28/20/ 120
Date: 9th January, 2020




Dr. M.S. Shejul
Registrar

Copy for information to: The Hon'ble Chancellor, Pro Chancellor, Vice Chancellor, Principal Director, Symbiosis, Dean-Academics and Administration, Symbiosis, Deans of Faculties of Symbiosis International (Deemed University), Director, Deputy Director, Administrative Officer/ Assistant Administrative Officer/ Office Superintendent of Constituents / Departments of SIU, Officers of Symbiosis Society and Symbiosis International (Deemed University)