



The Islamia University of Bahawalpur
LITIGATION CELL

Dated: 16th August, 2023

C I R C U L A R

Subject: REGULATING VISITATION OF GENERAL PUBLIC AND UNIVERSITY EMPLOYEES AT THE LITIGATION CELL OF THE ISLAMIA UNIVERSITY OF BAHAWALPUR

No. 395/Litigation Cell: It is circulated for information of all concerned that the Litigation Cell of the University deals with sensitive matters of litigation, court cases pertaining to the affairs of the University and holds record ancillary thereto. The Litigation Cell is not mandated to render service(s) or facilitation to general public or employees of the University in their individual capacity in any respect. Apropos, unsolicited visitation of the Litigation Cell by the general public and / or by University employees, including Legal Advisor(s) of the University, in their personal capacity is strictly prohibited. Similarly, requisition of any relevant record / copy of relevant record by University offices from Litigation Cell shall only be entertained provided the same is initiated in writing by the concerned office of the University.

2. Save as stated above, any visitation to the Litigation Cell shall be recorded in **“Visitor’s Register”** maintained at the Litigation Cell and the visitors shall only be attended by the Assistant Registrar (Litigation) or Senior Officers of the Cell.

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

Additional Registrar (Litigation)
For Registrar