

NOTICE

Sub: Email ID of Campus AMC and Hostel AMC (Civil & Electrical)

A) For Campus : campusamc.engg@aus.ac.in

For monitoring of minor repairing & maintenance works of Assam University, Silchar Campus except hostel buildings an email ID is created. User may forward their works requisition/complaints to the below mentioned email ID: campusamc.engg@aus.ac.in

The works requisition should have following details:

- 1) Department/Quarter No.
- 2) Room no. with floor details.
- 3) Nature/ brief description of requisition/complaints (Civil/Electrical)

Note: In case of Department, the requisition/complaint email should be routed through HOD/In-charge of Department's office.

B) For Hostel : hostelamc.engg@aus.ac.in

For monitoring of minor repairing & maintenance works of Assam University, Silchar Campus's Hostel buildings an email ID is created. User may forward their works requisition/complaints to the below mentioned email ID: hostelamc.engg@aus.ac.in

The works requisition should have following details:

- 1) Hostel Details.
- 2) Room no. with floor details along with Block No.
- 3) Nature/ brief description of requisition/complaints (Civil/Electrical)

Note: In case of Hostels, the requisition/complaint email should be routed through Warden/In-charge of respective Hostel. In addition to that, Complain Register is also supplied to all the Hostels for Civil & Electrical Maintenance where Boarders can write down their complains without coming to Administrative Building.

NOTE: ALL REQUISITION/COMPLAINT SHOULD BE SENT ONLY THROUGH ABOVE EMAIL IDS FOR PROPER RECORD & TIMELY REPONSE.

Date:26/05/2022


Registrar