

**CHANDIGARH COLLEGE OF ARCHITECTURE: CHANDIGARH**  
**OFFICE ORDER**

No. 612-Arch-College-2026/160

Dated 14/1/26

**Subject: Implementation of e-Office in Chandigarh Administration**

In pursuance of letter No. 500223/IT/2025/1623 dated 04.11.2025 issued by the Director Information Technology, Chandigarh Administration on the subject cited above.

It is hereby ordered that henceforth all official correspondence shall be carried out through the e-Office system for smooth transition from physical files to electronic files. In this regard, all faculty members and staff of the College are directed to deal with all files/receipts through e-Office using their respective NIC e-mail IDs, which have already been created for this purpose. For any clarification or assistance regarding e-Office, the following officials may be contacted:

1. Mr. Rahul, Nodal Officer (e-Office) (Mob:9541535303)
2. Mr. Sukhvinder, Clerk (Mob:9815056741)

  
Principal,  
Chandigarh College of Architecture

Endst. No. 612-Arch-College-2026/161

Dated 14/1/26

A copy of above is forwarded to the following for information & necessary action please:

1. Circulation among all faculty members & staff
2. PA to PCCA

3. OICC for putting placing on College website

  
Principal,  
Chandigarh College of Architecture