



**PUBLICATION, STORES &
e-PROCUREMENT CELL
KAKATIYA UNIVERSITY
WARANGAL-506 009**

Dr. M. Narasimha Rao
Director & Deputy Registrar
No. 818/PSePROC/KU/2025

Date: 06-11-2025

C I R C U L A R

To
All the Principals of University & Constituent Colleges
All the Heads of Departments
All the Administrative Officers
Kakatiya University.

Sub: Publication, Stores & e-Procurement Cell -KU - Printing of University
Diaries for the year 2026-Telephone Numbers of Staff - Information
Called for -Regarding.

I am to inform you that, the University has to print Telephone Numbers of
Teaching and Non-Teaching staff in the University Diary for the year 2026 as per the
regular practice.

In view of the above, I request you to arrange to furnish the Phone Numbers of
Mobile & Land line (both residence/office). e-mail ID etc., of your Teaching and
Non-Teaching (both working and retired) staff and College/Department latest
by 15-11-2025 to this office e-mail id: dpcsku@gmail.com.

This may please be circulated among the staff to ensure full coverage of all the
staff. The information received beyond the prescribed date will not be considered for
printing.

This may please be treated as urgent.

Thanking you,

Yours faithfully,


DIRECTOR
DEPUTY REGISTRAR
Publication, Stores & e-Procurement Cell
Kakatiya University
Warangal-506009 (TG)

Copy to:

1. The Secretary to the Vice-Chancellor, KU.
2. The P.A to the Registrar, KU.
3. The In-charge, Telephone, KU.