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CENTRAL UNIVERSITY OF RAJASTHAN

INFORMATION HANDBOOK

**(As per the provisions under Section 4(1)(b) of
Right to Information Act, 2005)**

PART-I

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INFORMATION HANDBOOK

(As per the provisions under Section 4(1)(b) of
Right to Information Act, 2005)

अध्याय 1 -प्रस्तावना **Chapter-1 Introduction**

The Right to Information Act (RTI Act), 2005 intends to set out the practical regime of Right to Information for citizens to enable them to access the information under the control of public authority in order to promote transparency and accountability in the working of such authority.

Section 2(h) of the Act defines “public authority” as any authority or body or institution of self-governance established or constituted by or under the constitution or by law made by the Parliament or any state legislature or by notification issued by the appropriate government. It includes body owned, controlled or substantially financed by the government.

In accordance with the provisions contained in section 2(j) of the Act, Right to Information means right to information accessible under this Act which is held by or under control of a public authority.

This Information Handbook will enable the citizens to obtain information as to the provisions contained in various rules and regulations governing the Central University of Rajasthan and related information.

This Information Handbook is divided into Part-A (17 manuals) and Part-B as per requirement of Section (4) of the RTI Act, 2005.

In case if any additional information required on topics covered in the Handbook as well as other information which may be disclosed as per the provision of the RTI Act, 2005, the concerned may visit the University website www.curaj.ac.in or contact at the following address:

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Central University of Rajasthan
National Highway-8, Bandarsindri-305817
Tehsil Kishangarh, District-Ajmer (Raj.)
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To get the information which is not available in the Information Handbook and on the University website, the concerned may submit RTI application as per the provision of RTI Act, 2005.

अध्याय 2 - (मैनअल - 1)

Chapter-2 (Manual - 1)

PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES

2.1 OBJECTIVE OF THE UNIVERSITY:

- Building character values and simultaneously forging the careers of the students by developing analytical thinking, individual initiative and responsibility.
- Providing flexible, innovative academic and research programmes and support structures that are responsive to a broad range of learners and regional needs.
- Facilitating a wide range of learning opportunities for learners engaged in graduate, postgraduate and research programmes.
- Encouraging considerate and accountable faculty-student participatory interaction on local, state, national and international affairs.
- Recognizing a special obligation to educate the students coming from minorities and lower socio-economic strata of society.
- Undertaking research and consultancy on the challenges the region is facing and contributing its expertise for the community.
- Providing means for capacity building for leadership and service through academic programmes, campus activities and creating opportunities for community involvement.

2.2 VISION / MISSION / GOALS AND QUALITY STATEMENT:

Vision

The Central University of Rajasthan aspires to be one of India's most dynamic and vibrant universities, responsive to the changing global trends, providing unparalleled educational opportunities for the learner community especially for those coming from the lower socio-economic strata of society seeking quality education. It proposes to offer innovative undergraduate and graduate academic programmes as well as continuing personal and professional enrichment in selected areas that will lead to the formation of a scholarly community by advancing, sharing and applying knowledge and by facilitating the development of thoughtful, creative, sensitive and responsible citizens.

Mission

The mission of the Central University of Rajasthan is to contribute to and work with a sense of commitment towards the educational, cultural, economic, environmental, health and social advancement of the region and the nation at large by providing excellent undergraduate liberal education and quality programs leading to bachelors, masters, professional and doctorate degrees.

Goals

- To facilitate accessible and affordable quality education that equips the students with scholarly and professional skills, moral principles, and global perspectives.
- To strengthen both faculty and student research addressing basic and regional problems.

- To integrate national and international perspectives into our fundamental four-fold mission of teaching, research, extension and consultancy.
- To explore knowledge and wisdom in order to build a wealth of interdisciplinary academic resources indispensable for sustainable development to accomplish the status of a leading research-intensive university; and to engage in transferring knowledge and technology to the community in order to strengthen and elevate the community potential, and to increase the competitiveness of India at the global level.
- To employ the strategy of proactive management of the university administration and to operate the system within a sensible framework of high-quality governance based on efficiency, transparency and accountability.
- To formulate the University as one of the best places in the world to attain intellectual skills and acquire an affirmative mindset to thrive in an increasingly internationalized and competitive job market simultaneously acting as responsible citizens of the global community by the inculcation of value-oriented education.

Quality Statement

In order to meet the challenges of the knowledge era and to keep pace with the knowledge explosion in Higher Education, the Central University of Rajasthan is committed to inculcating and sustaining quality in all the dimensions of Higher Education viz. teaching, learning, research, extension and governance while catering to the regional and global needs.

2.3 BRIEF HISTORY OF THE UNIVERSITY:

The Central University of Rajasthan ('A' Grade by NAAC in 2016) has been established by an Act of Parliament, 'the Central Universities Act, 2009' published in the Gazette of India (No. 25 of 2009) in March, 2009. The University is fully funded by the Government of India through Ministry of Human Resources Development and UGC, New Delhi. The Central Universities Act, 2009 is enacted by the Parliament to establish and incorporate universities for teaching and research in the various States and to provide for matters connected therewith or incidental thereto.

The Jurisdiction of this University shall extend to the whole of the State of Rajasthan.



Starting off in 2009 and by now with a decade-long existence, the Central University of Rajasthan is a front-line institute of higher education in Rajasthan. In its aesthetic and salubrious surroundings, the University affords an optimal scenario for education and research.

Academic Growth

By now, the university has come to offer a wide array of PhD, PG and UG programs across 29 departments. All the programs on offer are specially designed to give high employability as well as value-based education for sustainable development and equity. Disciplines like Big Data Analytics, Yoga Science, Atmospheric Science, and Digital Society are perfectly in tune with the emerging global trends. Simultaneously, our concern for relatively less-trumpeted programs like B.Voc, Interior Design, and the ones under DDU Kaushal Vikas Kendra is also evenly channelled. On the whole, all programs are geared up towards a better, inclusive, and equal society.

The School of Sport Science came in existence in May 2018 with the support of Ministry of Youth Affairs and Sports, Government of India and three departments, namely, Sports-bio Sciences, Sports Mechanics, and Sports-Psychology became functional subsequently. In the School of Social Sciences, in the same year, two more programs were added under the newly formed Department, Society Technology Interphase. This department started offering two years M.SC Digital Society and One year Post-Graduate Diploma in Cultural Informatics. M.Sc. Digital Society is offered in collaboration with IIT, Bangalore.

Convocation is a rite of passage in academic life. The 6th Convocation of the University was held on 3rd December, 2019 where students were awarded degrees and gold medals as testimonials of their academic endeavors. The occasion was graced by the Chancellor Dr. K. Kasturirangan, along with other notable dignitaries of academic world. Dr. K. Sivan, Secretary, Department of Space and Chairman, ISRO figured as the Chief-Guest.

State of Infrastructure

The University was allotted 518+ acres of land at village Bandarsindri, Kishangarh, Ajmer for establishment of its permanent campus. The University partially shifted in its permanent Campus on August, 2011 and started full functioning from its permanent Campus from January, 2012 onwards.

The edifice of academics rises on the strength of its infrastructural frame. The University is richly equipped to offer state-of-the-art facilities for accommodation, classroom teaching, laboratory work, library experience, recreation, physical fitness, sports, day-to-day household needs, and telecommunication. There are 07 well-furnished hostels for the students; there are lush green football and cricket fields, volleyball grounds, tennis courts outdoors while there are badminton and Table-tennis courts indoors. Besides, there are other facilities like Mega-mess (with the capacity of about 500 diners at a time), Laundry (with 06 operators), on-campus Bank, Post office, Day-Care Centre, Incubation Centre and so on. Hostels provide salubrious environs and facilities like Vending Machine and Incinerators, reading rooms and common lounges.

Besides, the University is well equipped with the latest technology whether in laboratories or the library (Inflibnet and other e-resources) or the class-rooms (with projectors and video-

conferencing facility). The ICT cell of the University has made available Internet facility under NMEICT. Optical fibre connectivity is also in place. Now WiFi using OPEX through RailTel is being made available. There are already about 1200 LAN points in place. The students have all facilities for indoor and outdoor sports apart from separate gymnasium for boys and girls. The crowning glory of our infrastructure is the University Guest House. The University has well designed residence for the staff apart from formidable buildings for academic departments and administrative apparatus. For education of staff children and for those from neighbouring communities, Kendriya Vidyalaya and pre-school are also available on campus.

Learner-friendly Module

The entire framework within which the University functions is learner-friendly. Right from admission to the award of degree, the student is given a transparent, hassle-free experience. The student in-take through an All-India Test (CUCET) is in perfectly in line with the idea of 'social inclusion' besides bolstering up the national character of a Central University with cultural diversity and due regional representation. With the facility of Choice-based Credit System, Audit Courses, Open Electives and MOOC courses through SWAYAM and NPTEL, the academic structuring is strongly student-friendly. Presence of Foreign students helps make classrooms multi-cultural. The students are facilitated to get financial support through various fellowships from state- and union-government agencies.

Extra-Curricular World of the University

Holistic growth and bringing the inner potential of the student is of key importance in higher education. Therefore, effort is always made in Central University of Rajasthan to bring appropriate mix and balance of the academic, sports, culture, extra-curricular engagements and other activities in coherence. For a proper nurturing and show-casing of innate talent of the students, the University has constituted Cultural Committee, Sports Committee, and also has active NSS unit in addition to various activities around the academic year. Within Cultural Committee there are five clubs, like Literary Club (*Abhivyakti*), Drama Club (*Abhinaya*), Dance Club (*Nrityada*), Music Club (*Sargam*), Art Club (*Kala-Kriti*). Each of these clubs organised their annual events where the students took active part and added colours, vibration and enjoyment in campus life. The Cultural Committee actively celebrated the *Matribhasha Diwas* that represented the cultural and linguistic diversity within the University. Further, cultural evenings were arranged in various other occasions of International/ National conferences and workshops held in university campus.

The Sports Committee organized a number of sports events like football, cricket, volleyball, badminton, basketball tournaments and competition round the year both for the girls and boys. Such activities were most important to support active sporting spirit and healthy physical engagements of the students. Beyond these annual events the students are engaged with various sports, music, drama and cultural activities in their hostel and clubs. The clubs and activities became a very effective medium for encouraging interactions among different batch of students across the schools. Over the years other activities like, blood donation camp, international yoga day, clean-up campaigns, plantation in the campus are conducted. Various SPIC MACAY events were organized in the university auditorium for the students and staff of the university. On

completion of one decade of its journey the University foundation day was celebrated on 1st March 2019 and the program highlighted the theme “Heritage of Kishangarh”. In the evening there was a gorgeous performance by *Padmashri* Gulabo Sapera on Rajasthani Folk-dance. These activities effectively added enjoyment, warmth, fun, learning and sense of social responsibility among the students.

NSS is also operative in the University. In the year 2018-19, a host of activities were held like Blood Donation Camp, Visit Pushkar, Cleanliness Campaign, Assessment of Cleanliness Mechanism Campaign, Street Plays. Cultural Programs and training are also a regular feature of our calendar.

The Student Achievers

The students have always made the university proud of their achievements. The University is proud to have scores of achievers amongst its alumni and equally high number amongst those still pursuing their courses at the university. Most importantly the students from different discipline have qualified National level tests conducted by UGC, ICSSR, and CSIR. The Students of CURaj have showed their talents at several sports events at national and regional levels. The Ph. D. scholars have made number of presentations in various national, international conferences. Likewise, several students from different departments have made their space in various fields.

A team of NSS volunteers participated in Annual NSS Festival *Conferencia de Youth- 2019* at BITS Pilani from 29th to 31st March 2019 and won the First Prize in the event *Mukhaute* (street play on a burning societal issue). Mr. Kumar Sourav, NSS volunteer was honoured by Higher Education Minister of Rajasthan in the category of the State Award for NSS volunteer by the Department of College Education on 14th June 2019. He also joined the Republic day parade 2019 held in Delhi. This year we have participated in the west zone and all India interuniversity competitions at various places organized by association of Indian Universities (AIU).

Faculty Profile

Centers of higher learning are best known by the quality of teachers they have. The University is proud to have a very young and energetic lot of faculties, who have had their education and research experiences from highly reputed and top-notch institutions of the country for e.g., IITs, IIMs, AIIMS, JNU, HCU, DU, ICGEB, NCL CDFD, CDRI, NIMHANS and many other Central Universities, and Centres of Excellence. Besides, many of the faculties have research experiences from top foreign institutions of USA (Washington University, University of Chicago, Ohio State University, The Rockefeller University, Scripps Research Institute, Rutgers University, University of South Alabama, Cornell University, University of Rochester, Texas A&M University, California State University, Indiana University, University of Kentucky), Canada (University of Alberta, Environmental Health Science and Research Bureau), Germany (University of Muenster, University of Munich, Max-Planck Research Unit), Australia (University of Queensland), Japan (Okayama University, Kyoto University, University of Tokyo), Italy (University of Bologna), Israel (Tel Aviv University), Singapore (National University of Singapore) and suchlike.

The expertise of highly qualified teachers is thus ensured for the proper mentoring and growth of the learners. During the year under report, the University faculty members presently are working

on more than 125 research projects worth more than 100 Crores from funding agencies like DST, CSIR, DBT, ICCSR, SAC, SERB, and UGC.

Employment Initiative

Meeting the needs of the job sector and industrial demands for appropriate human resources is always kept at the forefront while designing the syllabi and through various practical field exposures to the students. The motto of the University is not just to educate students but also to make them employable so that they can contribute responsibly in the advancement of the country. The skill of young India is most important for changing the socio-economic paradigm of the country. The University Placement Cell has, over the years, conducted various workshops and placement drive within campus and off-campus. Each of the department developed their placement brochure with the basic details of the students willing to join in the placement drive and subsequently, the brochures were sent to number of prospective companies, agencies. The students of different discipline such as M.Tech, M.SC, MBA, MA Culture and Media studies, Economics, Social Work, Public Policy, Big Data Analytics, and Hindi got job through placement drive. From the total students who registered for placement, 77% of them have received job offer. Some of the prominent companies that offered placement to the students are Prince Water house Corporation (PWC), Azim Premji Foundation, Deolite, American Express, Nagaro Software, Mayo School, Athmin Technology, Tagore School and Micro House Finance Corporation Ltd.

MOUs and Partnerships

Staying connected is today the surest way of staying updated. Keeping with this spirit, the University has tied up with various institutions of international and national stature for educational and professional purposes. Some of these are: University of Castilla-La Mancha (UCLM), Spain, Gorno-Altai State University (GASU), Russia, Monash University, Melbourne, Australia, California State University, San Bernardino, USA, Central Queensland University of Rockhampton in the State of Queensland (CQ University), Australia, Institute of Tropical Medicine, Antwerp, Belgium, Thuyloi University, Hanoi, Vietnam, UNIVERSIDAD AUTÓNOMA DE NUEVO LEÓN, México. The ones within the country are: GENPACT India, New Delhi, A3 Logics, Jaipur, Bank of India as a Banker of the University, Bank of India Professor Chair, MCX Stock Exchange Limited, Mumbai, Institute of Public Enterprise, Hyderabad, Centre for Budget and Policy Studies, Bangalore, Harideo Joshi University of Journalism and Mass Communication, Institute of Social and Economic Change (ISEC), Bangalore, INFLIBNET Centre, an IUC of University Grants Commission located at Ahmadabad, Department of Biotechnology, Ministry of Science & Technology, Govt. of India, New Delhi. Besides, Centre for Technology Incubation, Community College and Community Radio are other ventures worth-mentioning. The recent ones are Curaj-Armstrong Collaboration, NIPAM (Nation Institute of Public Administration and Management) Namibia.

University-Community Engagement

The University has developed a Community Development Cell in compliance with policy requirements of the Government of India. It has been functional since April 2015 to keep the

University embedded with the surrounding community. The Cell has adopted 05 villages of its vicinity, namely Sirohi, Mundoti, Khera, Bandarsindri and Nohria. To benefit the villagers, the Cell has conducted Drug Awareness Camp, Adolescent Education Camp, Water Management Camps and a host of other activities for the welfare of the community. In the neighbouring villages, the various initiatives taken were: promotion of plantation, greener, constructed soak pits, health sanitation activities, life-skills sessions, and personal hygiene sessions with adolescent girls.

Developing Ideas for a Better World

The university is untiringly committed to the task of generating ideas for a better world. To this end, it regularly holds academic activities. By the end of the session 2018-19, several conferences, seminars and workshops had been organized. Besides, several research projects are underway. The University has recipients of INSA young scientist award, and similar prestigious accolades. Besides, the University has hosted illustrious academicians under GIAN (Global Initiative of Academic Networks).

In the same vein, the University hosts a Distinguished Lecture Series under which different scholars of high caliber came to enlighten students in various areas of human experience. During the year under report, the University hosted 4 Distinguished Lecture, in the academic year 2018-19. The purpose of Distinguish Lecture Series is to inspire, discuss and debate about a range of relevant topic and subject of general interest keeping in view the theme of education and motto of University "education for sustainable development". In this series, Professor Dipankar Nandi, from Indian Institute of Science, Bangalore, delivered a lecture on "The 2018 Noble prize in medicine on T cell co-stimulation and anti-tumor therapy" on 28th January 2019. To celebrate the International Women's day in its true spirit, Professor ShantaSinha, (Retd. Prof), from University of Hyderabad, was invited and delivered a lecture on "Understanding status of women in the context of violence, caste and workforce participation" on Friday, 8thMarch 2019. Further within this series Dr.JitendraNathMisra, India's former ambassador to Portugal and the Lao People's Democratic Republic, delivered a lecture on "India's Foreign Policy: A Practitioner's Perspective" on 2ndApril 2019.

University Innovation Cell

Innovation is the key to finding a solution to long-standing problems of human life. Hence, innovation club has been part of the CURAJ from inception with the objectives of encouraging out-of-the-box thinking and also technologically empowering villages with innovative solutions. Subsequently, considering MHRD's directive, an Institute Innovation Council (IIC) was established in October 2018. The IIC also has on board several External Experts from various fields related to the development of innovation and innovative practices. It has a representative from a nearby Incubation Centre, an expert on Intellectual Property Rights (IPR) / Patent, alumni of Central University, student representatives and others. The major focus of the IIC is to create a vibrant local innovation ecosystem and to foster the culture of innovation amongst all members. To this end, the IIC worked in unison in organizing various internal activities in CURAJ as well as some of the activities that had been put up by the MHRD. The students actively participated in the webinar sessions on "India First Leadership Talk Series" that was organized by MHRD through a series of

webinar interactions with pioneers and trendsetters in various fields of science, technology and commerce. Further, activity on the Nobel Lecture series, which had been initiated under the aegis of the Innovation Cell in the previous year, was also continued in the year 2018-19. While University was celebrating the National Science Day and 10th Anniversary, Professor Desirazu Narasimha Rao, from Indian Institute of Science Bangalore, was invited and delivered a lecture on "The 2018 Nobel Prize in Chemistry" on 1st March 2019.

Teaching Learning Centre (TLC)

The Teaching Learning Center was established in the year 2017-18 with a vision to support evidence-based teaching and to provide diverse opportunities for teachers. It is funded by MHRD, Govt. of India under the Scheme of Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (PMMMNMTT). It is envisaged to help teachers to modernize their teaching style, to scaffold concepts and information in a way that students can meaningfully take in, and to help students learn more deeply and retain what they have learned. It is also meant to train teachers about the new and effective methods of teaching and TLC envisaged promote on a continuous basis, discipline-specific curricula, pedagogy, learning materials (including e-content) for use by the teachers in colleges and postgraduate departments. Towards this direction, TLC organized a 5 different training workshop, and refresher courses:

- Workshop on UGC Quality Mandate in HEIs 9th & 10th September 2018
- Ten Days Workshop on Teaching-Learning & Evaluation for Faculty Members of HEIs from 15th -24th December 2018
- Three Day Training Workshop on Effective Teaching/Learning Methods for Science Teachers of School from 7th – 9th February 2019
- Five days' Workshop on "Enhancing of Teaching and Learning Skills in Statistics" from 12th - 16th March 2019
- Ten Days Refresher Course on Capacity Building Program for Teachers of Higher Educational Institutions (HEIs) from 9th – 19th April 2019
- Four Weeks Induction Training Program For Faculty Members of Higher Educational Institutions (HEIs) 27th May to 22nd June 2019

These workshops/refresher courses were attended by the participants across the country and the participants expressed their high-level satisfaction with the program. In each of the program, the sessions were conducted by eminent academicians and practitioners invited from different institutes and universities. The TLC developed a user-friendly software (web address: www.nextgenmooc.com) to facilitate content cleaning and content delivery. The software gathers MOOC courses metadata (course name, syllabus, provider, start date, end date, etc.) from all the MOOCs courses provider and displays the details of all the MOOCs courses available for a specified course in the order of matching with the course syllabus of the university.

Vistas and Prospects

The University is solemnly committed to the vision of evolving into a center of education where skillful and knowledgeable human resource is developed for a better, equitable and forward-

looking nation. Each of our future endeavours shall be a step in this direction. Our vision is to help nation remain heritage-rich (natural as well as cultural) and to help society become virtue-strong, and wisdom-nurturing. With these ideals in our view, we shall strive to become a society wherein human potential should blossom to its outermost contours with an unwavering belief in human perfectibility through education.

❖ **Detail of the Schools, Departments of the University and Academic Programmes offered by the University:**

Schools of the University

S. No.	Name of Schools	Year of establishment
1.	School of Mathematics, Statistics and Computational Sciences	2009
2.	School of Chemical Sciences and Pharmacy	2010
3.	School of Commerce and Management	2010
4.	School of Engineering and Technology	2010
5.	School of Humanities and Languages	2010
6.	School of Social Sciences	2010
7.	School of Architecture	2011
8.	School of Earth Science	2011
9.	School of Life Sciences	2011
10.	School of Physical Sciences	2011
11.	School of Education	2015
12.	School of Sports Science	2018

Departments of the University

S. No.	Name of Departments	Year of establishment
1	Department of Statistics	2009
2	Department of Mathematics	2009
3	Department of Chemistry	2010
4	Department of Computer Science	2010
5	Department of Computer Science & Engineering	2010
6	Department of Economics	2010
7	Department of English	2010
8	Department of Management	2010
9	Department of Architecture	2011
10	Department of Culture and Media Studies	2011
11	Department of Biotechnology	2011
12	Department of Environmental Science	2011
13	Department of Hindi	2011
14	Department of Physics	2011
15	Department of Commerce	2012
16	Department of Biochemistry	2012
17	Department of Microbiology	2012
18	Department of Pharmacy	2012
19	Department of Public Policy, Law & Governance	2012
20	Department of Social Work	2012
21	DDU Kaushal Kendra	2014

S. No.	Name of Departments	Year of establishment
22	Department of Education	2015
23	Department of Atmospheric Sciences	2016
24	Department of Yoga	2017
25	Department of Sports Bioscience	2018
26	Department of Sports Psychology	2018
27	Department of Sports Biomechanics	2018
28	Department of Department of Society-Technology Interface	2018
29	Department of Data Science and Analytics	2018
30	Department of Electronics and Communication Engineering (ECE)	2019
31	Department of Biomedical Engineering	2020
32	Department of Vocational Studies and Skill Development	2020

Programmes offered by the University

S. No.	Name of Programmes	Minimum duration
1.	M.Sc. Atmospheric Science	02 years
2.	M.Sc. Biochemistry	02 years
3.	M.Sc. Biotechnology	02 years
4.	M.Sc. Chemistry	02 years
5.	M.Sc. Computer Science	02 years
6.	M.Sc. (Computer Science)in Big Data Analytics	02 years
7.	M.Sc. Environmental Science	02 years
8.	M.Sc. Mathematics	02 years
9.	M.Sc. Microbiology	02 years
10.	M.Sc. Physics	02 years
11.	M.Sc. Sports Biochemistry	02 years
12.	M.Sc. Sports Biomechanics	02 years
13.	M.Sc. Sports Nutrition	02 years
14.	M.Sc. Sports Physiology	02 years
15.	M.Sc. Yoga Therapy	02 years
16.	M.Sc./M.A. Digital Society	02 years
17.	M.Sc. /M.A. Statistics	02 years
18.	MBA (Master of Business Administration)	02 years
19.	M. Architecture (Sustainable Architecture)	02 years
20.	M.Com.	02 years
21.	M. Pharm (Pharmaceutics)	02 years
22.	M. Pharm. (Pharmaceutical Chemistry)	02 years
23.	M. Tech. Computer Science & Engineering	02 years
24.	M. Tech. (Computer Science) in Cyber-Physical Systems	02 years
25.	M.A. Culture & Media Studies	02 years
26.	M.A. Cultural Informatics	02 years
27.	M.A. Economics	02 years
28.	M.A. English	02 years
29.	M.A. Hindi	02 years
30.	M.A. Public Policy, Law & Governance	02 years
31.	M.A. Social Work/M.S.W.	02 years
32.	M.A./M.Sc. Sports Psychology	02 years
33.	M.A. Education	02 years

S. No.	Name of Programmes	Minimum duration
34.	B. Tech in Computer Science and Engineering	04 years
35.	B. Tech. in Electronics and Communication	04 years
36.	B. Tech. in Biomedical Engineering	04 years
37.	PG Diploma in Media Writing and Digital Communication	01 year
38.	Integrated M. Sc. Biochemistry	05 years
39.	Integrated M. Sc. Biotechnology	05 years
40.	Integrated M. Sc. Chemistry	05 years
41.	Integrated M. Sc. Computer Science	05 years
42.	Integrated M. Sc. Economics	05 years
43.	Integrated M. Sc. Environmental Science	05 years
44.	Integrated M. Sc. Linguistics	05 years
45.	Integrated M. Sc. Mathematics	05 years
46.	Integrated M. Sc. Microbiology	05 years
47.	Integrated M. Sc. Physics	05 years
48.	Integrated M. Sc. Statistics	05 years
49.	Integrated M. Sc. B.Ed. Chemistry	03 years
50.	Integrated M. Sc. B.Ed. Economics	03 years
51.	Integrated M. Sc. B.Ed. Mathematics	03 years
52.	Integrated M. Sc. B.Ed. Physics	03 years
53.	Ph.D. in Architecture	03 years
54.	Ph.D. in Atmospheric Science	03 years
55.	Ph.D. in Biochemistry	03 years
56.	Ph.D. in Biotechnology	03 years
57.	Ph.D. in Chemistry	03 years
58.	Ph.D. in Commerce	03 years
59.	Ph.D. in Computer Science	03 years
60.	Ph.D. in Computer Science & Engineering	03 years
61.	Ph.D. in Culture & Media Studies	03 years
62.	Ph.D. in Economics	03 years
63.	Ph.D. in Education	03 years
64.	Ph.D. in English	03 years
65.	Ph.D. in Environmental Science	03 years
66.	Ph.D. in Hindi	03 years
67.	Ph.D. in Linguistics	03 years
68.	Ph.D. in Management	03 years
69.	Ph.D. in Mathematics	03 years
70.	Ph.D. in Microbiology	03 years
71.	Ph.D. in Pharmacy	03 years
72.	Ph.D. in Physics	03 years
73.	Ph.D. in Public Policy, Law & Governance	03 years
74.	Ph.D. in Social Work	03 years
75.	Ph.D. in Sports Bioscience	03 years
76.	Ph.D. in Sports Biomechanics	03 years
77.	Ph.D. in Sports Psychology	03 years
78.	Ph.D. in Statistics	03 years
79.	Ph.D. in Yoga	03 years

2.4 FUNCTIONS AND DUTIES OF THE UNIVERSITY:

The **functions and duties of Central University of Rajasthan** as enshrined in the Central Universities Act, 2009 is enumerated in under power of the University Section 06 of the said Act and is reproduced below:

1. The University shall have the following powers and exercise its function and duties according the powers vested in the University as per the Central Universities Act, 2009, namely:-
 - i. to provide for instructions in such branches of learning like natural sciences, social sciences, humanities, engineering, technology and medicine as the University may, from time to time, determine and to make provisions for research and for the advancement and dissemination of knowledge;
 - ii. to grant, subject to such conditions as the University may determine, diplomas or certificates to, and confer degrees or other academic distinctions on, persons, on the basis of examinations, evaluation or any other method of testing, and to withdraw any such diplomas, certificates, degrees or other academic distinctions for good and sufficient cause;
 - iii. to organise and to undertake extramural studies, training and extension services;
 - iv. to confer honorary degrees or other distinctions in the manner prescribed by the Statutes;
 - v. to provide facilities through the distance education system to such persons as it may determine;
 - vi. to institute Principalships, Professorships, Associate Professorships, Assistant Professorships and other teaching or academic positions, required by the University and to appoint persons to such Principalships, Professorships, Associate Professorships, Assistant Professorships or other teaching or academic positions;
 - vii. to recognise an institution of higher learning for such purposes as the University may determine and to withdraw such recognition
 - viii. to appoint persons working in any other University or academic institution, including those located outside the country, as teachers of the University for a specified period;
 - ix. to create administrative, ministerial and other posts and to make appointments thereto;
 - x. to co-operate or collaborate or associate with any other University or authority or institution of higher learning, including those located outside the country, in such manner and for such purposes as the University may determine;
 - xi. to establish such centres and specialised laboratories or other units for research and instruction as are, in the opinion of the University, necessary for the furtherance of its objects;
 - xii. to institute and award fellowships, scholarships, studentships, medals and prizes;
 - xiii. to establish and maintain Colleges, Institutions and Halls;
 - xiv. to make provision for research and advisory services and for that purpose to enter into such arrangements with other institutions, industrial or other organisations, as the University may deem necessary;
 - xv. to organise and conduct refresher courses, workshops, seminars and other programmes for teachers, evaluators and other academic staff;
 - xvi. to appoint on contract or otherwise visiting Professors, Emeritus Professors, Consultants and such other persons who may contribute to the advancement of the objects of the University;

- xvii. to confer autonomous status on a College or an Institution or a Department, as the case may be, in accordance with the Statutes;
 - xviii. to determine standards of admission to the University, which may include examination, evaluation or any other method of testing;
 - xix. to demand and receive payment of fees and other charges;
 - xx. to supervise the residences of the students of the University and to make arrangements for promoting their health and general welfare;
 - xxi. to lay down conditions of service of all categories of employees, including their code of conduct;
 - xxii. to regulate and enforce discipline among the students and the employees, and to take such disciplinary measures in this regard as may be deemed by the University to be necessary;
 - xxiii. to make arrangements for promoting the health and general welfare of the employees;
 - xxiv. to receive benefactions, donations and gifts and to acquire, hold and manage, and to dispose of, with the previous approval of the Central Government, any property, movable or immovable, including trust and endowment properties, for the purposes of the University;
 - xxv. to borrow, with the previous approval of the Central Government, on the security of the property of the University, money for the purposes of the University; and
 - xxvi. to do all such other acts and things as may be necessary, incidental or conducive to the attainment of all or any of its objects.
2. In exercising its powers referred to above it shall be the endeavour of the University to maintain an all-India character and high standards of teaching and research, and the University shall, among other measures which may be necessary for the said purpose, take, in particular, the following measures, namely:—
- a) admission of students and recruitment of faculty shall be made on all -India basis;
 - b) admissions of students shall be made on merit, either through Common Entrance Tests conducted individually by the University or in combination with other Universities, or on the basis of marks obtained in the qualifying examination in such courses where the intake of students is small;
 - c) inter-University mobility of faculty, with portable pensions and protection of seniority, shall be encouraged;
 - d) semester system, continuous evaluation and choice-based credit system shall be introduced and the University shall enter into agreements with other Universities and academic institutions for credit transfer and joint degree programmes;
 - e) innovative courses and programmes of studies shall be introduced with a provision for periodic review and restructuring;
 - f) active participation of students shall be ensured in all academic activities of the University, including evaluation of teachers;
 - g) accreditation shall be obtained from the National Assessment and Accreditation Council or any other accrediting agency at the national level; and
 - h) E-governance shall be introduced with an effective management information system

The following are the authorities of the University, namely:-

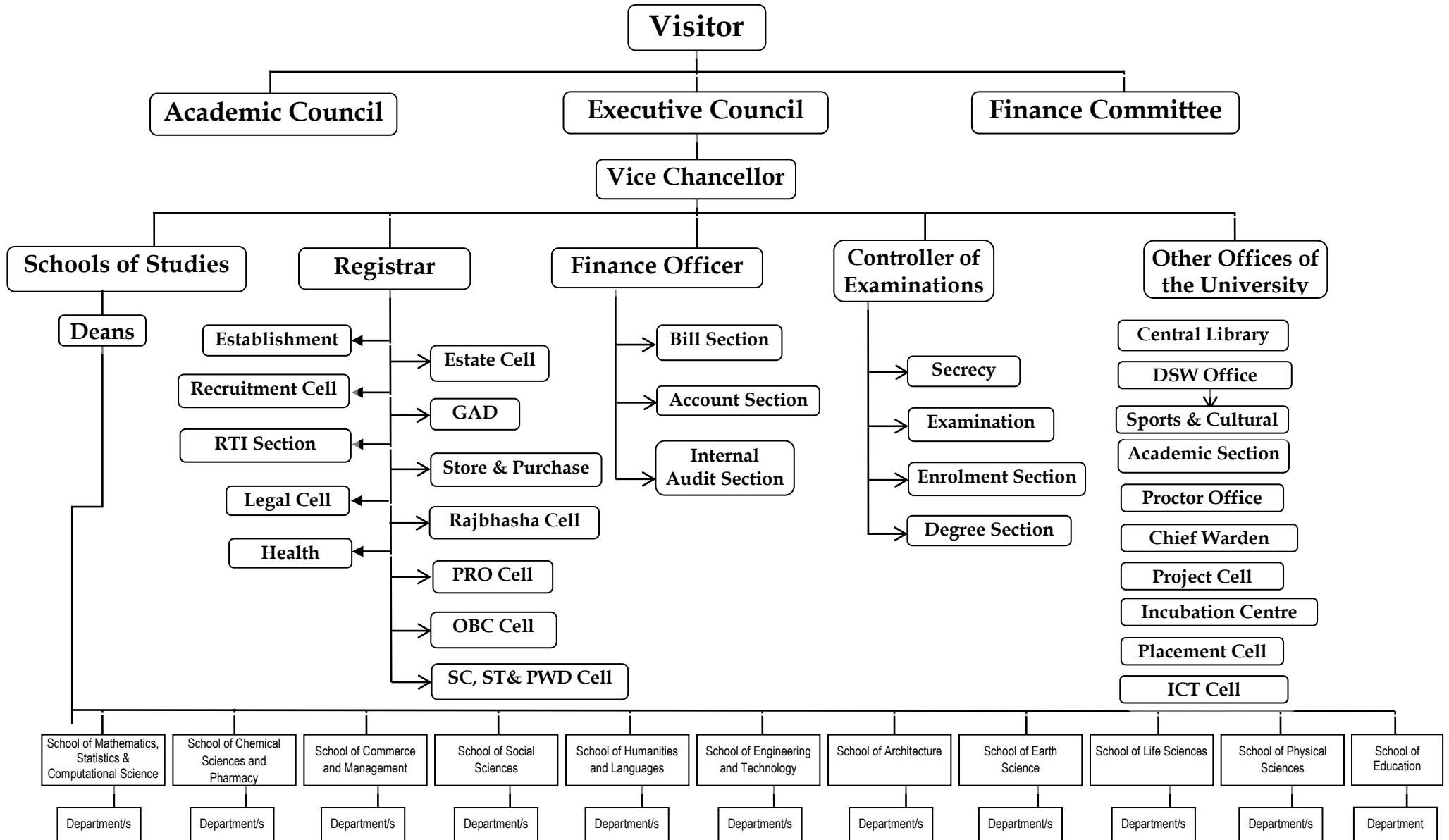
1. the Court;
2. the Executive Council;
3. the Academic Council;
4. the Board of Studies;
5. the Finance Committee
6. Planning and Monitoring Board;
7. School Board; and
8. such other authorities as may be declared by the Statutes to be the authorities of the University

The following are the Officers of the University, namely:-

1. The Chancellor;
2. The Vice- Chancellor;
3. The Pro-Vice- Chancellor;
4. The Deans of Schools;
5. The Registrar;
6. The Finance officer;
7. The Controller of Examination;
8. The Librarian; and
9. Such other officers as may be declared by the Statutes to be the office of the University.

2.5 ORGANIZATION STRUCTURE:

The Organizational Structure of the Central University of Rajasthan is below as:



2.6 ADDRESS:

CENTRAL UNIVERSITY OF RAJASTHAN
National Highway-8, Bandarsindri-305817
Tehsil Kishangarh, District-Ajmer (Raj.)
Telephone: 01463-238755
E-mail: info@curaj.ac.in, website: www.curaj.ac.in

2.7 WORKING HOURS OF THE UNIVERSITY:

Central University of Rajasthan is a Central University and focused on high level research along with teaching. Hence, the research laboratories in academic departments are generally functional till late evening based on the requirements and faculties may also be available in the departments. However, the official working pattern is 5 days in a week as per following time schedule:

Opening of the office: 09:30 AM

Closing of the office: 06:00 PM

Opening and Closing of Central Library is as follows:

Monday to Friday: 08:00 AM to 12:00 Mid-night

Saturday to Sunday: 10:00 AM to 06:00 PM

Chapter-3 (Manual - 2)

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

3.1 POWERS AND DUTIES OF OFFICERS AND EMPLOYEES OF THE UNIVERSITY:

All the statutory officers perform their duties and exercise powers in accordance to the Statutes and Ordinances of the University in general with regard to duties and responsibilities common in nature.

Power and duties of Statutory Officers of the University:

S.NO.	NAME OF POST	POWERS AND DUTIES
1	Vice-Chancellor	<ul style="list-style-type: none">• The power and function of the Vice-Chancellor are specified in the Statute 03 of the University and the University Ordinance 12.
2	Pro Vice-Chancellor	<ul style="list-style-type: none">• The power and function of the Pro Vice-Chancellor are specified in the Statute 04 of the University and the University Ordinance 13.
3	Registrar	<ul style="list-style-type: none">• The power and function of the Registrar are specified in the Statute 06 of the University and the University Ordinance 14.
4	Finance Officer	<ul style="list-style-type: none">• The power and function of the Finance Officer are specified in the Statute 07 of the University and the University Ordinance 15.
5	Controller of Examinations	<ul style="list-style-type: none">• The power and function of the Controller of Examinations are specified in the Statute 08 of the University and the University Ordinance 16.
6	Librarian	<ul style="list-style-type: none">• The power and function of the Librarian are specified in the Statute 09 of the University and the University Ordinance 17.
7	Head of Department of Studies	<ul style="list-style-type: none">• The power and function of the Head of Department of Studies are specified in the University Ordinance 30.
8	Deans of Schools	<ul style="list-style-type: none">• The power and function of the Deans of Schools are specified in the Statute 05 of the University and the University Ordinance 31.
9	Dean, Students' Welfare (DSW)	<ul style="list-style-type: none">• The power and function of the Dean, Students' Welfare (DSW) are specified in the University Ordinance 39.
10	Proctor	<ul style="list-style-type: none">• The power and function of the Proctor are specified in the University Ordinance 50 and Statute 28(1) of CUs Act, 2009.

The staffs deployed under various officers perform their duties as per the instruction/ direction of the officer of the respective section/ department.

Power and duties of other employees of the University:

S.NO.	NAME OF POST	POWERS AND DUTIES
1	Joint Registrar/ Deputy Registrar / Assistant Registrar	The concerned officer supervises the work of the branches/ section placed under their charge. They are assist the Registrar/ Finance / CoE/ Dean (Academics)/ Dean (Research) / senior concerned officer in the performance of their duties.
2	Executive Engineer	To look after original works, repairs and maintenance of civil, electrical and mechanical works of the University projects. University infrastructural development, maintenance campus development.
3	Public Relations Officer	<ul style="list-style-type: none">• To attend general enquiries from the public, write lucidly and prepare information bulletins, pamphlets reports on various aspect of the University for use of the press and other media.• To received visitors and distinguished guests of the University, help organizing seminars, etc., released advertisements press notifications of the University to the newspapers and other media and any other works as assigned by the University from time to time.
4	Hindi Officer	<ul style="list-style-type: none">• Hindi Officer is entrusted for effective implementation of the Rajbhasha Hindi in the University and for necessary action on the instructions as issued by the Govt. of India/ UGC from time to time for Rajbhasha Hindi.• To conduct the Rajbhasha workshops, meetings, seminar, etc. as per the annual calendar issued by the Department of Rajbhasha, Govt. of India to achieve the targets.• Any other work as assigned by the University from time to time.
5	Section Officer	The Section Officers are incharge of their respective sections and having following powers and duties: <ul style="list-style-type: none">• to undertake responsibility in respect of important matters as may be assigned by the superiors;• to ensure that the Branch diary is maintained properly and that receipts/cases are disposed of without undue delay;• to ensure even distribution of work among the staff members so that one is not over loaded while another has very little work;• to maintain order and discipline in the section;• to ensure efficient management and coordination of work in the sections;• to guide the staff in the disposal of complicated and intricate cases;• to ensure quick disposal of receipts/cases according to indications given by superiors;• to keep up-to-date reference books, guard files, precedent books, office order file, Statutes/Ordinances/Rules/Regulations, etc.;• to submit periodical returns according to calendar of

S.NO.	NAME OF POST	POWERS AND DUTIES
6	Private Secretary / Personal Assistant	<p>returns;</p> <ul style="list-style-type: none"> • to train and advise the staff in relation to office work; • to extend full cooperation to all his colleagues and superiors; • to comply with security instructions; • to perform such other duties as may be assigned to him from time to time. • To render stenographic and secretarial assistance of all kinds to the concerned officer, including arranging appointments and maintaining and engagement, diary etc. • To keep record of incoming /outgoing dak, file/register etc. to keep filling upto date to fix appointments, to arrange meetings, and collect information desired by the officer ,to deal in a tactful manner with visitors and to attend telephone calls with courtesy; • To maintain confidentially and secrecy; • To type and take dictation in shorthand and to transcribe to accurately; • To maintain a list of offices (with Their official as well as residential telephone and addresses) with whom the officer in likely to have official dealing; • To keep an accurate list of engagement meeting etc. and remind the officer in time and to make available to him all the necessary papers for such engagements/ meeting; • To maintain a proper orders of the papers required to be dealt with by the officer and to bring to his notice, the papers /cases which require immediate attention; • To destroy by burning the stenographic notes of the confidential /secret nature after they have been typed; • To keep track of the progress of cases/matters till these are finally disposed of; • To keep reference books rules/ordinances, statutes, etc. upto date; • To perform such other duties as may be assigned to him from time to time in relation to the function assigned to the School /Centres/ Departments/ Offices;
7	Assistant	<ul style="list-style-type: none"> • To extend cooperation to his seniors. • Noting, Drafting and correspondence. • Maintenance of files and Registers in proper order. • Maintenance of a tender documents and guard files. • Any other duties that may be assigned to him from time to time by his superiors.
8	Security Officer / Security Inspector	<ol style="list-style-type: none"> i. Maintain proactive vigilance in best interest of the organization. ii. To ensure safety and security of University properties. iii. To ensure gate pass/ receipt should be received and checked by security guards at every in/out. iv. To keep record of various activities and take appropriate decisions with approval of the competent

S.NO.	NAME OF POST	POWERS AND DUTIES
		<p>authority for effective execution.</p> <p>v. To attend to emergencies promptly and inform higher authorities promptly.</p> <p>vi. To manage information system for necessary corrective action by higher authorities.</p> <p>vii. Assign the duties of security guards on weekly basis and submit a copy of duty chart to the Controlling Officer/ Reporting Officer.</p> <p>viii. Confirm/ check presence and activities of scheduled security guards at assigned buildings/ gates/ sites.</p> <p>ix. Maintain the records of all security guards including their past experience, address, identity proof with necessary and relevant documents.</p> <p>x. Maintain attendance records of security guards including extra duties, absence etc.</p> <p>xi. Prepare complied attendance sheet at the end of the month and submit to the office for verification.</p> <p>xii. To tell security guards what duties should be performed/ required at specific locations.</p> <p>xiii. Check and verify the In/Out Register at each entrance.</p> <p>xiv. To arrange orientation to security guards for their behaviour, discipline, protocol, dressing sense etc.</p> <p>xv. Assign duties of the security guards on national festival/ University and instruct accordingly.</p> <p>xvi. Perform the duties of security guards whenever necessary.</p> <p>xvii. Ensure safety and security of University materials.</p> <p>xviii. Provide direction and training to site officers and contract employees as needed to accomplish service goals.</p> <p>xix. To ensure</p> <p>xx. Provide supplies, materials and implement temporary repairs to compromised fence, gate and lock systems.</p> <p>xxi. Provide periodic reports to management regarding site activities, irregularities, and identifying needed action.</p> <p>xxii. Any other work assigned by the superior authority.</p>
9	Caretaker	<ul style="list-style-type: none"> • To do the caretaking of building • To supervised and ensure cleanliness of class rooms, teachers rooms, bathrooms, lavatories, corridors, approach roads, etc. • To make physical arrangements for meeting, seminars public lecturers, etc. • To look after water supply and electricity. • To supervise the work of peons, chowkidars, sweepers, farashes, etc. as are assigned to him; • To maintain an inventory of furniture, equivalent, fittings etc. and to take prompt action to remove defects and arrange their replacements;

S.NO.	NAME OF POST	POWERS AND DUTIES
10	Upper Division Clerk / Lower Division Clerk	<ul style="list-style-type: none"> • To undertake periodically physical verification of the equivalent furniture, etc. • To be responsible for handling over /taking over of building • To perform such other duties as may be assigned to him from time to time. • To do dispatch and Type work • To submit diary regularly and to maintain Registrars/lists of files /movement Registrar, etc.; • To keep and maintain files/ correspondence and do such other clerical /caretaking work as may be assigned to him. • To perform such other duties may be assigned to him from time to time.
11	Driver	<ul style="list-style-type: none"> • Driving of the Vehicles • To keep the record of the petrol and record of the mileage. • Maintenance of the Cars/ Buses/ Jeeps/ other vehicles of the University • Any other duties that may be assigned to him from time to time by his superiors.
12	MTS	<ul style="list-style-type: none"> • Physical Maintenance of records of the Section/Department. • General cleanliness & upkeep of the Section/ Department. • Carrying of files & other papers within the building. • Photocopying, sending of FAX etc. • Other non-clerical work in the Section/ Department. • Assisting in routine office work like diary, despatch etc. including on computer. • Delivering of dak (inside and outside of the University Campus) • Watch & ward duties. • Opening & closing of office/ rooms and ensure the windows of the office/ rooms are closed after office hours. • Cleaning of office/ rooms. • Dusting of furniture etc. • Cleaning of building, fixtures etc. • Work related to his ITI qualification, if it exists. • Driving of vehicles, if in possession of valid driving licence. • Upkeep of parks, lawns, potted plants etc. • Any other work assigned by the superior authority.

The Acts, Statutes and Ordinances of the University are available on the University website – www.curaj.ac.in under which various rules.

Email: info.curaj@gmail.com, info@curaj.ac.in
Website: http://www.curaj.ac.in



No. CURAJR/F.39/8209

राजस्थान केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF RAJASTHAN
(A Central University by an Act of Parliament)

Bandarsindri, NH-8, Kishangarh- 305801
Dist: Ajmer, State: Rajasthan, INDIA
Phone: 01463-238755, fax: 01463-238722

9 NOV 2012

OFFICE ORDER

The undersigned has been directed to communicate the following:

1. The Delegation of Powers (Financial) and Purchase Policy and Procedures is being implemented and will be effective from the date of issue of this Office Order as per statement showing (i) Delegation of Powers (Financial) and (ii) Purchase Policy and Procedures (copy enclosed);
2. Office of Finance Officer shall organize Orientation Programme for the University employees, particularly for non-teaching staff, as deems fit regarding the financial processing and related office procedures;
3. All administrative approval / expenditure sanction (A.A./E.S.) will be passed through the regular channel and necessarily be under the signature of Finance Officer;
4. Office of Finance Officer shall prepare a comprehensive Check-List of the necessary documents to be enclosed and required for a particular administrative approval / financial sanction;
5. As such, necessary draft of the documents required by the office (e.g. template for Purchase Order, Service/Maintenance Contract, Proforma for various Advances to Employees etc.) will be prepared by the office of Finance Officer, as needed;
6. Salary bills of the employees will be prepared and passed by the administrative office and finance department. The final salary bill with disbursement Order shall be submitted for and be issued with approval of Hon'ble Vice Chancellor;
7. Internal correspondence amongst the various Departments/Sections/Units of the University office shall be handled by the concerned Head/Officer In-charge of the same under his/her signature. Any external communication by the University office will be in concurrence with the Hon'ble Vice Chancellor;

The above shall be effective from the date of issue of this Office Order and bears approval from Hon'ble Vice Chancellor.

(Registrar)
Central University of Rajasthan

Encl.: As above

C.C. to:

1. Office of Hon'ble Vice Chancellor,
2. All HoD / Coordinators, Deptt/Sections/Units
3. Office of Finance Officer / Finance Department
4. Office of OSD (Academics) / Asst. Registrar (A)
5. Office of Registrar/ Dy. Registrar (ESTT)
6. Office Dy. Registrar (Finance)
7. Guard / Despatcher File

Relevant Part of Minutes of 5th Executive Council Meeting
held on Saturday, the 23rd October 2012 at 1:00 PM
in the Board Room, 4th Floor, Hotel Fortune Bella Casa,
Tonk Road, Jaipur

5-4.1.6	<p>Approval of Minutes of the 3rd Meeting of Finance Committee</p> <p>[The 3rd Meeting of the Finance Committee of Central University of Rajasthan is scheduled on 23rd October 2010 at 10.00 AM.</p> <p>(Minutes of the Finance Committee meeting held on 23rd October 2010)</p> <p>Placed before E.C. for ratification and approval.]</p> <p><u>Resolution:</u> “The E.C. ratifies and approves Minutes of the 3rd Finance Committee meeting and decisions taken therein and authorizes the Vice Chancellor to take necessary steps for implementation of the actions proposed in the meeting.”</p>
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Relevant Part of Minutes of Third Finance Committee Meeting
held on Saturday, the 23rd October 2012 at 10:00AM in the Board Room, 4th Floor,
Hotel Fortune Bella Casa, Tonk Road, Jaipur

3-4.1.5	<p>To consider the documents on (i) The Delegation of Powers (DoP) and (ii) Purchase Policy and Procedures etc recommended by the Accounts Code Committee.</p> <p>[The duly constituted Accounts Code Committee in its meeting held on Sept 27-29, 2010 has been prepared, the Delegation of Powers (Annexure M) and Purchase policy and procedures along with store accounting (Annexure N) and recommended for approval. (Minutes of the meeting: Annexure O)</p> <p>Placed before the Finance Committee for consideration and recommendation to the EC for approval.]</p> <p><u>Resolution:</u></p> <p>“Delegation of Powers and Purchase Procedure is recommended to E.C. for consideration and approval with following recommendations:</p> <p>A. 1) (iii) fixed charges, b) insert monthly fixed charges bills</p> <p>B. 1) (vii) to (xii) and 2)(i), (b),(c) a monthly report to be submitted to the Vice Chancellor on the approvals given during the month.</p> <p>C. 1) (xiv)(c) Purchase Advances and Other Advances for University works following should be inserted – “subject to the limits laid down in GFRs.”</p> <p>D. 1)(xvi) following should be inserted at the end. “as per the procedure laid down in DFPRs</p> <p>E. 6)(v) b)(i)(ii)(vii)(viii) This provisions should be deleted.</p> <p>Part 2 : Delegation of Powers (Finance Department) with following modifications are recommended:</p> <ul style="list-style-type: none"> • There shall be at least two signatures of authorized signatories on every cheque, one from the Administration and another from Finance department; • One signatory on every cheque will be Finance Officer; • Cheques upto Rs. 50,000/- shall be signed jointly by Asst. Registrar and Finance Officer; cheques above Rs. 50,000/- to Rs. 1,00,000/- shall be signed jointly by Asst. Registrar / Dy. Registrar and Finance Officer; • The Cheques above Rs. 1,00,000/- upto Rs. 10 lacs jointly signed by the Registrar and Finance Officer; • The cheques above Rs. 10 lacs shall be jointly signed by Finance Officer and Hon’ble Vice Chancellor.” • The Committee further resolved that the above recommendations be incorporated in the entire document and the same may be re-circulated to the members for confirmation. The Vice Chancellor is authorized to consider implementation of the confirmed document from appropriate date after proper orientation and training of the concerned staff.”
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**Relevant Part of the Minutes of Second Finance Committee Meeting
held on Sunday, the 16th May, 2010 at 10.00 A.M. in the Board Room,
4th Floor, Hotel Fortune Bella Casa, Tonk Road, Jaipur.**

2-4.1.12	<p>Delegation of financial powers to the Finance Officer.</p> <p>[Dr. M. K. Gupta has joined on 5th May, 2010 as the Finance Officer. The Finance Committee may kindly consider appropriate directions in connection with the delegation of financial powers to the Finance Officer.</p> <p>Placed before the Finance Committee for consideration.]</p> <p><u>Resolution:</u> “The matter may be referred to the Committee constituted by the Hon. Vice Chancellor in this regard.”</p>
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**Relevant Part of the Minutes of First Finance Committee Meeting
held on Saturday, the 6th March, 2010 at 11.00 A.M. in the Board Room,
4th Floor, Hotel Fortune Bella Casa, Tonk Road, Jaipur**

1-4.1.11	<p>Delegation of the financial powers to the other officers of the University.</p> <p>[The Finance Committee may consider giving guidelines for delegation of financial powers to the other officers of the University, as and when they are appointed.</p> <p>Placed before the Finance Committee for consideration.]</p> <p><u>Resolution:</u> “Resolved to consider this matter by the above committee while preparing the Accounts Code.</p> <p><i>It was further resolved that Hon. Vice Chancellor may be a authorized to re-delegate some of the financial powers to the subordinate officers till the Accounts Code is approved.”</i></p>
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CENTRAL UNIVERSITY OF RAJASTHAN
KISHANGARH, AJMER

1. **STATEMENT SHOWING DELEGATION OF POWERS (Financial)**

Sr.	Subject	Power to whom delegated	Powers delegated
1)	Administrative sanction for Purchases/ Expenditure – <u>Recurring -</u> (i) Chemicals, Glass wares, stationery, advertisement charges, contingency items, petty supplies, store material, Electronic Components and other Consumables, Printing Material, Exam Bills, University Fellowship scholarship & any other item of recurring nature	Vice-Chancellor <ul style="list-style-type: none">• Registrar• Finance Officer• Controller of Exam.• Deans/HOD/Research Coordinators Librarian/Director-Computer Centre/University Engineer (in the rank of Supdtg. Engineer of C.P.W.D.)	Full powers 1) Upto Rs.1.00 lakh 2) above Rs. 1.00 lacs on the recommendation of the PC (duly routing the proposal through IAO & FO (shall be approved by VC) 1) Up to Rs.30,000/- 2) above Rs. 30000/- on the recommendation of the PC (duly routing the proposal through IAO & FO (shall be approved by VC)
	(ii) Sanction of expenditure on postage, courier and franking charges	Registrar	Full Powers
	<u>(iii) Fixed Charges</u> Rents, Rates, Taxes, Electricity bills, Telephone Bills, Water Charges, Municipal Charges & Other fixed Charges, legal charges. a) First charge	Vice-Chancellor	Full powers
	b) Monthly fixed charges bills (at approved rates)	<ul style="list-style-type: none">• Registrar• Finance Officer	Full powers

	(iv) Hospitality and entertainment expenses in connection with the visits of distinguished visitors etc.	Vice-Chancellor Registrar, FO, Deans, COE, HODs	Full powers within the budget provisions Up to Rs. 12000/-PA Up to Rs.9,000/-PA
	(v) Fuel and lubricants. (Certificate regarding entries taken in the logbook must be recorded on the bill before it is sanctioned.)	Registrar	Full powers (Subject to the limit prescribed per vehicle,)
	(vi) Purchase of current news papers and magazines as per norms. (excluding periodicals and journals)	University Librarian	Full powers
	(vii) Repairs to equipment, machinery including replacement of spare-parts etc.	Vice-Chancellor	Full powers
		• Registrar	Upto Rs.50,000/-
		• F.O.	
		• Deans	Upto Rs.10,000/-
		COE, HOD/Librarian/ Coordinator/ DSW/ Director-Computer Centre/ University Engineer, Chief Warden	
	(ix) Repairs to vehicles (subject to norms prescribed)	Vice-Chancellor	Full powers
		Registrar	Upto Rs. 50,000/-
	(x) Repairs to furniture, Fixture & Building (Civil, Sanitary & Electrical Work etc.)	Vice-Chancellor	Full powers
		Registrar	Upto Rs.50,000/-
		University Engineer	Upto Rs. 30,000/-
	(xi) Hiring of vehicles, equipments, furniture and other services	Vice-Chancellor	Full powers
	(xii) Powers to give orders for printing and binding	Vice-Chancellor	Full powers
		Registrar, FO	Upto Rs.50,000/-

	(xiii) Traveling Allowance claims (subject to the existing Rules) a) in case of the bills of the - Registrar, COE, FO & University Teachers	Vice-Chancellor	Full Powers
	b) in case of the bills of the - Class I and Other Officers & Staff working under them	<ul style="list-style-type: none"> • Registrar • FO • Controller of Exams. 	Full Powers (in case of the bills of the staff working under them.)
	c) in case of other teachers and persons attending exam. work/meetings and other university work	<ul style="list-style-type: none"> • Registrar • FO • Controller of Exams. 	Full powers
	(xiv) Sanctioning advances for - a) T. A. Advances	Vice-Chancellor	Full powers in case of the claims of Registrar COE, FO and Teachers.
		<ul style="list-style-type: none"> • Registrar • FO • Controller of Exams. 	Full powers in case of the claims of the staff working under them.
	b) Pay Advance, Festival Advances, Cycle Advances, Computer Advance, Permanent Advance (Imprest), all other admissible advances to employees.	Vice-Chancellor	Full Powers (subject to prescribed norms)
	c) Purchase Advances and Other Advances for University work (subject to the limits laid down in GFRs)	Vice-Chancellor	Full powers
		Registrar	Upto Rs.50,000/-
		Finance Officer	
		Controller of Exams	

	(xvi) Write-off and disposal of obsolete or unserviceable stores or shortages due to theft, Negligence, fraud damages etc. (subject to recommendations of write -off committee) as per the procedure laid down in DFPRs	Executive Council on recommendation of Finance Committee	Full Powers
2)	NON-RECURRING (CAPITAL EXPENDITURE)		
	(i) Purchase of equipment, instruments, Machinery, Vehicles, Furniture, Books & Journals any other item of Non-recurring nature	Vice-Chancellor • Registrar • FO • COE, DEANS. HOD/Librarian/Co-ordinator/ DSW/ Director-Computer Centre	Full powers Upto Rs.50,000/- Upto Rs.25,000/-
	(ii) Write-off and disposal of surplus or unserviceable material, articles and equipment of non-recurring nature not due to depreciation as per GFR/DFPR1978 (subject to recommendations of write -off committee)	Executive Council on recommendation of Finance Committee	Full powers
	(iii) Sanction of Works (a) Sanction to major works (on recommendation of B&W Committee)	Finance Committee	Full powers
	(b) Sanction to minor works	Vice-Chancellor Registrar University Engineer	Full powers Upto Rs.100,000/- Upto Rs. 30,000/-
	(c) Sanction of expenditure on maintenance works of the Works Department.	Vice-Chancellor Registrar University Engineer	Full powers Upto Rs.50,000/- Upto Rs. 30,000/-

	(d) Sanction of R.A.Bills/ Final Bills.	Vice-Chancellor	Full powers
		University Engineer	Upto Rs. 500,000/-
	(e) To extend date of completion of works	Vice-Chancellor	Full powers
3)	Sanctioning write-off of loss of Receipt Books/Cheque Books and other money value books/ measurement books on recommendation of Finance Committee	Executive Council	Full Powers
4)	Sale of grass, fruits, garden produce, wastepaper, old news papers etc. and dismantle material subject to approval of Sales Committee.	Vice-Chancellor Registrar	Full powers Upto 50000/-
5)	Refund of revenue receipts and deposits (as per rules)		
	i) Refund of Student Fees	Registrar	Full powers
	ii) Refund of all Deposits (security deposits and earnest money deposits shall be refunded after the recommendation of the Engineering/Stores and concerned section.)	Finance Officer	Full powers
	iii) Refund of Library Deposit	Librarian	Full Powers
6)	i) Calling of Quotations/ Tenders (* Subject to obtaining prior administrative approval)	Registrar H.O.D. / Librarian/ Coordinator/ Director- Computer Centre/ DSW	Full Powers* Full Powers*

	ii) Opening of Tenders	a) Technical and financial offer to be opened before F.O & two members of Central Purchase Committee. (Comparative statement shall be prepared by the concerned section and placed before Purchase Committee for acceptance)	Full Powers
	iii) Opening of tenders for works departments	Tendering Committee consisting of Finance representative	Full powers
	iv) (a) Opening of Quotations	To be opened by Committee approved by V.C.	Upto Rs.1,00,000/-
	v) Acceptance of Tenders :	Purchase Committee	Full Powers *
	vi) Acceptance of Quotations a) When three or more quotations are received & Selected on the basis of lowest cost	Officers competent to give administrative sanction	Full Powers *
	b) (i) When less than three quotations are received (ii) Quotation recommended other than lowest	Vice Chancellor Registrar, COE, FO	Full powers Upto Rs.10,000/-
	vii) Purchases directly from the selected manufacturer /Sole dealer, without calling quotations in case of emergency	Vice Chancellor	Upto Rs.5,00,000/-
	viii) Purchases of items directly from the specific manufacturer without calling tenders (single tender in case of proprietary item)	Vice Chancellor	Full Powers
	ix) placing supply order after obtaining administrative Sanction and after acceptance of tender/quotations by competent authority	Concerned Deans/H.O.D./Librarian/ Coordinator/ Director-Computer Centre	Full Powers

7)	Re-appropriation of Budgetary Provision (effect to be shown in the revised Budget)	Vice-Chancellor	Full Powers (Subject to Ratification by F.C and EC)
8)	Power to create new Budget head	Vice-Chancellor	Full powers (Subject to Ratification by F.C and EC)

Note :

- 1) All the financial powers delegated above are subject to the provisions of the Central Universities Act, 2009 (as amended from time to time) and the Statutes and Ordinances framed there under and the rules, norms and procedure laid down by the Executive Council from time to time and other prevailing rules under GFR, 2005 and Delegation of Financial Powers Rules 1978.
- 2) Expenditure involving new service or recurring liability should not be incurred without obtaining the formal approval of the competent authority.
- 3) Purchase / work orders should not be split-up to avoid the necessity of obtaining sanction of Higher authority required with reference to the total amount of orders.
- 4) The concerned Officers should exercise above financial powers subject to the availability of budget provision, committed exp. & unspent balance and also the availability of funds.
- 5) Approval of Purchase Committee and Technical Committee should be obtained wherever necessary as per rules in existence at the time.
- 6) Quotations should be called for invariably where the purchase cost of individual item is Rs.10000/- or more, in exceptional cases, this condition can be relaxed by the Vice-Chancellor subject to submission of appropriate justification by the concerned HOD / Officer and certification that rates of purchase are reasonable.
- 7) The Vice-Chancellor shall be competent to make necessary working arrangements in the absence of Finance Officer and Other Officers.
- 8) No purchase / expenditure should be incurred without pre-sanction of competent authority.
- 9) The competent authority should take all precautions while exercising powers delegated to them to avoid any audit objections / queries.
- 10) Subject to the provision of the acts and statutes of the University, any officer may delegate his/her powers to any other officer under his control, and subject to the condition that overall responsibility for the exercise for the power so delegated shall continue to vest with the officer delegating such power.
- 11) These delegation of powers are subject to review after the period of six months, or/and as and when considered necessary.

CENTRAL UNIVERSITY OF RAJASTHAN
KISHANGARH, AJMER

2. **DELEGATION OF POWERS**
(Finance Department)

ACCOUNTS WING		AUDIT WING	
Signing of vouchers		Passing of vouchers	
Section Officer	All vouchers prepared in the concerned Unit.	Section Officer (Bill Passing Unit) and Section Officer (T.A.D.A/Medical etc.)	upto Rs.5,000/-
		Assistant Registrar (Bill Passing Unit)	upto Rs.25,000/-
		Dy. Registrar (Finance)/ Equivalent	upto Rs.1,00,000/-
		Finance Officer	Full powers
Signing of Pay Bills		Signing of cheques	
Finance Officer	Monthly Pay Bills	Section Officer (Payment Unit)	up to Rs.5,000/-
		Assistant Registrar (Bill Passing Unit)	up to Rs.25,000/-
Supplementary Pay Bills including Daily wages & Honorarium -		Dy. Registrar (Finance)/ Equivalent	up to Rs.1,00,000/-
		Finance officer	Full powers
Dy. Registrar	Upto Rs. 1,00,000/-		
Finance Officer	Full powers	Signing of Cash Books	
		Asstt. Registrar (Finance)/ Equivalent	Full powers (All cash books)
		Dy. Registrar (Finance)/ Equivalent	Dy. Registrar should also certify the cash and bank book
		Finance Officer	Signing of monthly Abstract

HEAD OF DEPARTMENTS

राजस्थान केन्द्रीय विश्वविद्यालय



Central University of Rajasthan

No. CURAJ/R/F.128/ 2021/223

Date: 25.05.2021

OFFICE ORDER

It is to inform all concerned that Prof. Dinesh Chandra Sharma, Department of Mathematics under School of Mathematics, Statistics & Computational Sciences is hereby appointed as Head, Department of Mathematics by the Vice Chancellor (Incharge) with effect from 26.05.2021 for a period of three years or till further orders, whichever is earlier, as per the provisions of Statute 40 of the Central Universities Act, 2009.

He shall perform such functions as may be prescribed by the University Act, Statute and Ordinances, from time to time, in addition to his present duties in the University.

Hindi version will follow.


Registrar

Copy for information and necessary action to:

1. Vice Chancellor's Secretariat
2. Office of the Registrar/ Finance Officer/ Controller of Examination/ Librarian
3. Office of the Dean- Academics/ Research/ Students Welfare/ ARCI
4. All Deans of the School of Studies
5. Office of the Proctor/ Chief Warden
6. The Dean, School of Mathematics, Statistics & Computational Sciences
7. The Head, Department of Mathematics
8. Prof. Dinesh Chandra Sharma, Department of Mathematics- *with a request to take over the charge of Headship from Prof. Jugal Kishore Prajapat*
9. Prof. Jugal Kishore Prajapat, Department of Mathematics - *with a request to hand over the charge of Headship to Prof. Dinesh Chandra Sharma*
10. All Heads/ Coordinators of the Academic Departments
11. All Officers/ Section Incharge
12. The Hindi Officer
13. The Web Administrator
14. Concerned File/ Establishment Section
15. Guard/ Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

N.H. 8, Bandarsindri, Tehsil - Kishangarh-305817, Distt. - Ajmer, Rajasthan

No. : CURAJ/R/F.128/2021/329

Date: 1.6 JUN 2021

OFFICE ORDER

In supersession of this Office Order No. CURAJ/R/F.121/2020/ 886 dated 15.07.2020, all concerned are hereby informed that Dr. Mamta Rani, Associate Professor, Department of Computer Science under School of Mathematics, Statistics & Computational Sciences, is hereby appointed as Head, Department of Computer Science by the Vice Chancellor (Incharge), with immediate effect for a period of three years or till further orders, whichever is earlier, as per provisions of the Statute 40 under the Central Universities Act, 2009, in addition to her present duties in the University.

She shall perform such functions as may be prescribed by the University Act, Statutes and Ordinances, from time to time.

Hindi Version will follow.


Registrar

Copy for information and necessary action to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian
3. Office of the Dean- Academics/ Research/ Students Welfare / ARCI
4. All Deans of the Schools of Studies
5. The Proctor, Chief Warden
6. The Dean, School of Mathematics, Statistics & Computational Sciences
7. The Head, Department of Computer Science
8. All Heads / Coordinators of Academic Departments
9. Prof. J.K. Prajapat, Department of Mathematics – with a request to hand over the charge of Headship of Department of Computer Science to Dr. Mamta Rani.
10. Dr. Mamta Rani, Associate Professor, Department of Computer Science- with a request to take over the charge of Headship from Prof. J.K. Prapapat
11. All Officers / Section Incharge
12. Web Admin – *with request to update the University website*
13. The Hindi Officer- *for hindi version*
14. Concerned File / Estt. Section
15. Guard / Dispatch file



राजस्थान केन्द्रीय विश्वविद्यालय

Central University of Rajasthan

8, Bandarsindri, Tehsil - Kishangarh-305817, Distt. - Ajmer, Rajasthan

No. : CURAJ/R/F.131/2021/1934

Date: 1-8 NOV 2021

OFFICE ORDER

It is to inform to all concerned that Prof. Inshad Ali Khan, Department of Microbiology, shall work as Head, Department of Biomedical Engineering, with immediate effect till further orders, in addition to his present duties in the University.

The decision is taken for smooth functioning of the Department after considering that presently no regular Professor, Associate Professor or Assistant Professors are available in the Department.

This issues with the approval of the Competent Authority.

Registrar (I/c)

Copy to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian
3. Office of the Dean (Academics)/ Dean (Research)/ Dean Students Welfare /
Dean (ARCI)/ Director (IQAC)
4. All Deans of the Schools of Studies
5. Proctor, Chief Warden
6. The Dean, School of School of Engineering & Technology
7. All Heads / Coordinators of Academic Departments
8. Prof. Inshad Ali Khan, Department of Microbiology – with a request to take over the charge of Headship of Department of Biomedical Engineering from Dean, School of Engineering & Technology
9. All Officers / Section Incharge
10. Web Admin – with request to update the University website
11. Concerned File / Estt. Section
12. Guard / Dispatch file



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
N.H. 8, Bandarsindri, Tehsil - Kishangarh-305817, Distt. - Ajmer, Rajasthan

No. : CURAJ/R/F.133/2021/2506

Date: 30 DEC 2021

OFFICE ORDER

As per Office Order No. CURAJ/R/F.128/2021/225 dated 25.05.2021, Dr. Narendra Kumar, Assistant Professor was designated as Coordinator of the Department of Education and Dr. Anjali Sharma, Associate Professor being the Dean of the School of Education to act as the Head of the Department of Education. Further, Dr. Narendra Kumar was directed to report to Dr. Anjali Sharma for smooth functioning of the Department.

2. Dr. Sanjib Kumar Patra has been appointed as Dean, School of Education w.e.f. 19.12.2021. Now, Dr. Patra is also assigned the charge of Head, Department of Education with immediate effect and till further orders, in addition to his present duties in the University.

3. Dr. Narendra Kumar, as the Coordinator of the Department of Education will report to the Dean, School of Education (as long as Dr. Patra holds the charge of HoD, Education) for smooth functioning of the Department.

This is issued with the approval of the Competent Authority.

Registrar

Copy for information and necessary action to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian
3. Office of the Dean- Academics/ Research/ Students Welfare / ARCI,
4. Office of the Director (IQAC)
5. All Deans of the Schools of Studies
6. Office of the Proctor, Chief Warden
7. The Dean, School of Education
8. The Head (Coordinator), Department of Education
9. All Heads / Coordinators of Academic Departments
10. Dr. Anjali Sharma, Associate Professor, Department of Education
11. Dr. Sanjib Kumar Patra, Associate Professor, Department of Yoga
12. Dr. Narendra Kumar, Assistant Professor, Department of Education
13. All Officers / Section Incharge
14. Concerned File / Estt. Section
15. Guard / Dispatch file



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
N.H. 8, Bandarsindri, Tehsil - Kishangarh-305817, Distt. - Ajmer, Rajasthan


No. : CURAJ/R/F. |32./2021/ 235)

Date: 17.12.2021

OFFICE ORDER

It is to inform all concerned that the charge of Head, Department of Sports Biomechanics is hereby assigned to Prof. Inshad Ali Khan, Department of Microbiology, with immediate effect till further orders, in addition to his present duties in the University.

This issues with the approval of the Competent Authority.


Registrar (I/c)

Copy to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian
3. Office of the Dean (Academics)/ Dean (Research)/ Dean Students Welfare / Dean (ARCI)/ Director (IQAC)
4. All Deans of the Schools of Studies
5. The Office of Proctor, Chief Warden
6. The Dean, School of Sports Sciences
7. All Heads / Coordinators of Academic Departments
8. The Head, Department of Sports Biomechanics
9. Prof. Inshad Ali Khan, Department of Microbiology – with a request to take over the charge of Headship of Department of Sports Biomechanics from Dr. Chandra Sekhar Gahan
10. Dr. Chandra Sekhar Gahan- with a request to hand over the charge of Headship of Department of Sports Biomechanics to Prof. Inshad Ali Khan
11. All Officers / Section Incharge
10. Web Admin – *with request to update the University website*
11. Concerned File / Estt. Section
12. Guard / Dispatch file



राजस्थान केन्द्रीय विश्वविद्यालय

Central University of Rajasthan

N.H. 8, Bandarsindri, Tehsil - Kishangarh-305817, Distt. - Ajmer, Rajasthan

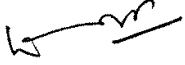
No. : CURAJ/R/F./32 /2021/2352

Date: 17.12.2021

OFFICE ORDER

It is to inform all concerned that the charge of Head, Department of Sports Bio-Sciences is hereby assigned to Prof. Pradeep Verma, Department of Microbiology, with immediate effect till further orders, in addition to his present duties in the University.

This issues with the approval of the Competent Authority.


Registrar (I/c)

Copy to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian
3. Office of the Dean (Academics)/ Dean (Research)/ Dean Students Welfare / Dean (ARCI)/ Director (IQAC)
4. All Deans of the Schools of Studies
5. The Office of Proctor, Chief Warden
6. The Dean, School of Sports Sciences
7. All Heads / Coordinators of Academic Departments
8. The Head, Department of Sports Bio-Sciences
9. Prof. Pradeep Verma, Department of Microbiology – with a request to take over the charge of Headship of Department of Sports Bio-Sciences from Dr. Chandra Sekhar Gahan
10. Dr. Chandra Sekhar Gahan- with a request to hand over the charge of Headship of Department of Sports Bio-Sciences to Prof. Pradeep Verma
11. All Officers / Section Incharge
10. Web Admin – with request to update the University website
11. Concerned File / Estt. Section
12. Guard / Dispatch file



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
N.H. 8, Bandarsindri, Tehsil - Kishangarh-305817, Distt. - Ajmer, Rajasthan

No. : CURAJ/R/F.133/2021/2506

Date: 30 DEC 2021


OFFICE ORDER

As per Office Order No. CURAJ/R/F.128/2021/225 dated 25.05.2021, Dr. Narendra Kumar, Assistant Professor was designated as Coordinator of the Department of Education and Dr. Anjali Sharma, Associate Professor being the Dean of the School of Education to act as the Head of the Department of Education. Further, Dr. Narendra Kumar was directed to report to Dr. Anjali Sharma for smooth functioning of the Department.

2. Dr. Sanjib Kumar Patra has been appointed as Dean, School of Education w.e.f. 19.12.2021. Now, Dr. Patra is also assigned the charge of Head, Department of Education with immediate effect and till further orders, in addition to his present duties in the University.

3. Dr. Narendra Kumar, as the Coordinator of the Department of Education will report to the Dean, School of Education (as long as Dr. Patra holds the charge of HoD, Education) for smooth functioning of the Department.

This is issued with the approval of the Competent Authority.


Registrar

Copy for information and necessary action to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian
3. Office of the Dean- Academics/ Research/ Students Welfare / ARCI,
4. Office of the Director (IQAC)
5. All Deans of the Schools of Studies
6. Office of the Proctor, Chief Warden
7. The Dean, School of Education
8. The Head (Coordinator), Department of Education
9. All Heads / Coordinators of Academic Departments
10. Dr. Anjali Sharma, Associate Professor, Department of Education
11. Dr. Sanjib Kumar Patra, Associate Professor, Department of Yoga
12. Dr. Narendra Kumar, Assistant Professor, Department of Education
13. All Officers / Section Incharge
14. Concerned File / Estt. Section
15. Guard / Dispatch file



No. CURAJ/R/F.128/ 2021/ 224

Date: 25.05.2021

OFFICE ORDER

It is to inform all concerned that Prof. Uma Sankar Mishra, Department of Management is hereby appointed as Dean, School of Commerce & Management by the Vice Chancellor (Incharge) with effect from 26.05.2021 for a period of three years or till further orders, whichever is earlier, as per the provisions of Statute 5 of the Central Universities Act, 2009.

He shall perform such functions as may be prescribed by the University Act, Statute and Ordinances, from time to time, in addition to his present duties in the University.

Hindi version will follow.


Registrar

Copy for information and necessary action to:

1. Vice Chancellor's Secretariat
2. Office of the Registrar/ Finance Officer/ Controller of Examination/ Librarian
3. Office of the Dean- Academics/ Research/ Students Welfare/ ARCI
4. All Deans of the School of Studies
5. Office of the Proctor/ Chief Warden
6. The Dean, School of Commerce & Management
7. Prof. Praveen Sahu, Department of Commerce- *with a request to hand over the charge of Deanship to Prof. Uma Shankar Misra*
8. Prof. Uma Sankar Mishra, Department of Management- *with a request to take over the charge of Deanship from Prof. Praveen Sahu*
9. All Heads/ Coordinators of the Academic Departments
10. All Officers/ Section Incharge
11. The Hindi Officer
12. The Web Administrator
13. Concerned File/ Establishment Section
14. Guard/ Dispatch File



No. CURAJ/R/F.128/ 2021/ 230

Date: 25.05.2021

OFFICE ORDER

It is to inform all concerned that Prof. Manish Dev Shrimali, Department of Physics is hereby appointed as Dean, School of Physical Sciences by the Vice Chancellor (Incharge) with effect from 26.05.2021 for a period of three years or till further orders, whichever is earlier, as per the provisions of Statute 5 of the Central Universities Act, 2009.

He shall perform such functions as may be prescribed by the University Act, Statute and Ordinances, from time to time, in addition to his present duties in the University.

Hindi version will follow.

Registrar

Copy for information and necessary action to:

1. Vice Chancellor's Secretariat
2. Office of the Registrar/ Finance Officer/ Controller of Examination/ Librarian
3. Office of the Dean- Academics/ Research/ Students Welfare/ ARCI
4. All Deans of the School of Studies
5. Office of the Proctor/ Chief Warden
6. The Dean, School of Physical Sciences
7. Prof. Manish Dev Shrimali, Department of Physics- *with a request to take over the charge of Deanship from Dr. Ajit Kumar Patra*
8. Dr. Ajit Kumar Patra, Department of Physics- *with a request to hand over the charge of Deanship to Prof. Manish Dev Shrimali*
9. All Heads/ Coordinators of the Academic Departments
10. All Officers/ Section Incharge
11. The Hindi Officer
12. The Web Administrator
13. Concerned File/ Establishment Section
14. Guard/ Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
Bandarsindri, N.H.-8, Kishangarh-305817, Distt. Ajmer (Raj.)

No. : CURAJ/R/F/154/2021/2318

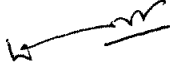
Date: 16.12.2021

OFFICE ORDER

It is to inform all concerned that Dr. Sanjib Kumar Patra, Associate Professor, Department of Yoga, is appointed as Dean, School of Education with effect from 19.12.2021 for a period of three years or till further orders, whichever is earlier, as per the Statute 5 of the Central Universities Act, 2009.

He shall perform the functions as Dean, School of Education, as may be prescribed by the University Act, Statutes and Ordinances, from time to time, in addition to his present duties in the University.

This issues with the approval of the Competent Authority.


Registrar

Copy to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian
3. Office of the Dean (Academics), Dean (Research), Dean (ARCI), Dean Students' Welfare, Director (IQAC)
4. All Deans of the Schools of Studies
5. Office of the Proctor, Chief Warden
6. Dr. Sanjib Kumar Patra, Associate Professor, Department of Yoga- with a request to take over the charge from Dr. Anjali Sharma
7. Dr. Anjali Sharma, Associate Professor, Department of Education- with a request to hand over the charge to Dr. Sanjib Kumar Patra
7. Office of Dean, School of Education
8. All HoDs / Coordinators of the Academic Departments
9. All Officers / All Section Incharge
10. Estt. Section / Concerned File
11. Guard / Dispatch file



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
N.H. 8, Bandarsindri, Tehsil - Kishangarh-305817, Distt. - Ajmer, Rajasthan

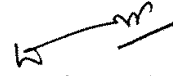
No. : CURAJ/R/F. 132/2021/2350

Date: 17.12.2021

OFFICE ORDER

It is to inform all concerned that the charge of Dean, School of Sports Sciences is hereby assigned to Prof. Pradeep Verma, Department of Microbiology, with immediate effect till further orders, in addition to his present duties in the University.

This issues with the approval of the Competent Authority.


Registrar (I/c)

Copy to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian
3. Office of the Dean (Academics)/ Dean (Research)/ Dean Students Welfare / Dean (ARCI)/ Director (IQAC)
4. All Deans of the Schools of Studies
5. The Office of Proctor, Chief Warden
6. The Dean, School of Sports Sciences
7. All Heads / Coordinators of Academic Departments
8. Prof. Pradeep Verma, Department of Microbiology – with a request to take over the charge from Dr. Chandra Sekhar Gahan, Coordinator of the School
9. Dr. Chandra Sekhar Gahan- with a request to hand over the charge of School of Sports Sciences to Prof. Pradeep Verma
10. All Officers / Section Incharge
11. Web Admin – *with request to update the University website*
12. Concerned File / Estt. Section
13. Guard / Dispatch file

COORDINATOR OF DEPARTMENTS/SCHOOLS

राजस्थान केन्द्रीय विश्वविद्यालय



Central University of Rajasthan

No. CURAJ/R/F.128/ 2021/ 225

Date: 25.05.2021

OFFICE ORDER

It is to inform all concerned that Dr. Narendra Kumar, Assistant Professor, Department of Education, is hereby designated as Coordinator, Department of Education with immediate effect till further orders in addition to his present duties in the University.

Dr. Anjali Sharma, Associate Professor being the Dean of School of Education shall act as the Head of the Department of Education till further orders as per provisions of the Statute 40 under the Central Universities Act, 2009 in addition to her present duties in the University. She shall perform such functions as may be prescribed by the University Act, Statute and Ordinances, from time to time.

Dr. Narendra Kumar, as Coordinator of the Department of Education will report to Dr. Anjali Sharma for smooth functioning of the Department.

This is issued with the approval of the Competent Authority.

Hindi version will follow.


Registrar

Copy for information and necessary action to:

1. Vice Chancellor's Secretariat
2. Office of the Registrar/ Finance Officer/ Controller of Examination/ Librarian
3. Office of the Dean- Academics/ Research/ Students Welfare/ ARCI
4. All Deans of the School of Studies
5. The Proctor/ Chief Warden
6. The Dean, School of Education
7. The Head, Department of Education
8. All Heads/ Coordinators of the Academic Departments
9. Dr. Anjali Sharma, Associate Professor, Department of Education
10. Dr. Narendra Kumar, Assistant Professor, Department of Education
11. All Officers/ Section Incharge
12. The Hindi Officer
13. The Web Administrator
14. Concerned File/ Establishment Section
15. Guard/ Dispatch File



No.: CURAJ/R/F.128/2021/241

Date: 31.05.2021

OFFICE ORDER

It is hereby informed to all concerned that Prof. Nagendra Ambedkar Sole, Professor, Department of Public Policy, Law & Governance is hereby nominated as Coordinator, Equal Opportunity Cell, Central University of Rajasthan under the scheme of the UGC, New Delhi.

Dr. Anand Kumar, Assistant Professor, Department of Mathematics and Dr. Kiran Kumar Tejavath, Assistant Professor, Department of Biochemistry are hereby nominated as Members of the Equal Opportunity Cell.

Prof. Ambedkar may co-opt any other Member as he deems fit for smooth implementation and to expedite the activities for Equal Opportunity Cell.

This is issued as per the approval of Competent Authority.

Registrar

Central University of Rajasthan

Cc to (for information/necessary action):

1. Office of Hon'ble Vice Chancellor, CURaj
2. Office of the Registrar/Finance Officer/Controller of Examinations/Librarian, CURaj
3. Office of the Dean (Academics) /Dean (Research)/Dean (ARCI), CURaj
4. All Deans of the Schools of Studies, HoDs/ Coordinators of Academic Departments, CURaj
5. Office of the Proctor/Chief Warden/Dean of Students' Welfare
6. Prof. J.K. Prajapat, Department of Mathematics, CURaj (*with a request to provide previous records/ files to the Coordinator, Equal Opportunity Cell*)
7. Prof. Nagendra Ambedkar Sole, Professor, Department of Public Policy, Law & Governance, CURaj
8. Dr. Anand Kumar, Assistant Professor, Department of Mathematics, CURaj
9. Dr. Kiran Kumar Tejavath, Assistant Professor, Department of Biochemistry, CURaj
10. Joint Registrar-I,/ Joint Registrar-II, CURaj
11. Establishment, CURaj
12. Web Administrator, CURaj (for uploading on the University Website)
13. Guard/Despatch File



No. CURAJ/R/F.128/2021/246

Date: 31.05.2021

OFFICE ORDER

It is to inform all concerned that Dr. Dhanapati Shougrakpam, Assistant Professor, Department of Linguistics is hereby designated as Coordinator, Department of Linguistics under School of Humanities & Languages with immediate effect till further orders in addition to her present duties in the University.

Dr. Dhanapati Shougrakpam, as a Coordinator of the Department of Linguistics will report to Prof. Supriya Agarwal, Dean School of Humanities & Languages for smooth functioning of the Department.

This is issued with the approval of the Competent Authority.

Hindi version will follow.


Registrar**Copy for information and necessary action to:**

1. Vice Chancellor's Secretariat
2. Office of the Registrar/ Finance Officer/ Controller of Examination/ Librarian
3. Office of the Dean- Academics/ Research/ Students Welfare/ ARCI
4. All Deans of the School of Studies
5. The Proctor/ Chief Warden
6. The Dean, School of Humanities & Languages
7. The Head, Department of Linguistics
8. All Heads/ Coordinators of the Academic Departments
9. Dr. Dhanapati Shougrakpam, Assistant Professor, Department of Linguistics
10. All Officers/ Section Incharge
11. The Hindi Officer
12. The Web Administrator
13. Concerned File/ Establishment Section
14. Guard/ Dispatch File

CENTRAL UNIVERSITY OF RAJASTHAN

CURAJ/R/F.128/2021-22/ICT/TRAI/199

Dated: 12.05.2021

OFFICE ORDER

This has reference to the advisory issued by the **Telecom Regulatory Authority of India (D.O. No. M-5/11/1/2021-QoS dated 23rd March 2021)** and subsequent Office Memorandum issued by **Ministry of Education (File No.21-9/2021-TS.V dated 28th April 2021)** with regard to the new regulatory framework for protecting public from menace of fraudulent activities and spam emails, texts or calls etc. (Copies enclosed).

- Spam is commonly defined as the sending of unsolicited bulk e-mail of either commercial or non-commercial intent. Spam includes, but is not limited to: advertisements, chain letters, propaganda, unwanted questionable subject matter, and/or email that contains a false or misleading header, subject line, identification of the sender, return address, routing or transmission path or other indication of origin, or that uses a third-party domain name without permission.
- In addition, spam includes email that aims to market goods or services sent without the consent/solicitation of the recipient, or without a preexisting relationship between the sender and recipient.

Please be aware of these generally accepted user-driven hints to reduce spam:

- Delete spam:** The most helpful method of dealing with unwanted junk mail of all kinds is to try to recognize it without opening it, and discard it unopened.
- Never respond to spam:** Responding to spam worsens the problem; your response confirms that your address is "live" and open to attack. If you respond, your address will probably be sold to other spammers resulting in even more spam. Moreover, do not write to e-mail addresses asking you to "remove your name from the list" nor visit any web page asking you to remove your name.
- Avoid posting your email address:** As much as possible, avoid posting your email address on personal or professional web sites or volunteering your email address without knowing how it will be used. Spammers deploy software that "harvests" email addresses from the web. When it finds one, it stores it to a spam database.
- Use an alternative email address in newsgroups:** Newsgroups are a common target for spammers. If you post to a group, you're going to get spam. To participate, try to use a different email address than one you regularly use.
- Never buy anything advertised in spam:** Spam contains attractive offers which are fake and they take money from payment gateways also.

This is to bring to the notice of all Teaching and Non-Teaching Staff and Students of Central University of Rajasthan that the above-mentioned instructions are for strict compliance.


Registrar

To
All Officers / Deans / HoDs / Faculty Members / Staff Members / Students of the University



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

N.H. 8, Bandarsindri, Tehsil - Kishangarh-305817, Distt. - Ajmer, Rajasthan

No. : CURAJ/R/F.128/2021/245

Date: 31.05.2021

OFFICE ORDER

In pursuance of the Government of India Instructions, the process of APAR of Non-teaching employees (Group 'A', 'B', 'C') for FY 2020-21 (period from 01.04.2020 to 31.03.2021) is to be completed as per the following date schedule:

Sn.	Activity	Date by which to be completed
1.	Distribution of Blank APAR Forms through E-Mail	from the date of issue of the Office Order
2.	Submission of Self-appraisal to Concerned Reporting Officer	30.06.2021
3.	Submission of Report by Reporting Officer to Reviewing Officer	31.07.2021
4.	Report to be Completed by Reviewing Officer and to be sent to Administration (Establishment Section)	31.08.2021
5	Appraisal by Accepting Authority, (VC for all Group A Officers)	30.09.2021

2. Reporting Officer of an employee will be the Superior under whom the employee rendered his/her services during the reporting period and Reviewing Officer will be the Superior of the Reporting Officer. The Reporting/Reviewing Authority can write/review the APAR of a University employee for at least an experience of three months of work/ conduct of an employee, reported upon.

3. In case an employee reported upon, is a member of Scheduled Castes/Scheduled Tribes, the Reviewing Officer should specifically indicate whether the attitude of Reporting Officer in assessing the performance of SC/ST employee, has been fair and just.

4. The Government e-Market (GeM) digital e-commerce facility (online portal) for procurement of common use/available goods and services by the Central Government Ministries/Departments, has been made mandatory under Rule 149 of the GFR-2017. To ensure the GeM portal is appropriately utilized, a reflection of work done through GeM by the employees reported upon, shall be made in APAR, for handling procurement of goods and services during the reporting period. Accordingly, in general the Reporting/Reviewing Officers, while recording the numerical grading and pen picture in APARs, wherever applicable, shall take into account the performance of the employee(s) assigned in procurement of goods & services through GeM in accordance with the extant instructions.

5. All are requested to strictly adhered to the datewise schedule for submission and timely processing of APARs. All Reporting Officers are requested to receive filled-in APAR from Non-teaching staff working under their supervision and submit the same to the Reviewing Officer with comments.

6. The APAR duly filled-in and signed by the concerned employee and Reporting/Reviewing Officer should be submitted in a closed envelop superscribed as "**CONFIDENTIAL : APAR FOR FY 2020-21**" on the top and NAME OF EMPLOYEE, REPORTING OFFICER & REVIEWING OFFICER with date of submission by each, should be clearly written on the envelope. The Reviewing Officer shall send the APARs alongwith a forwarding Note to the Establishment Section.

7. Whereas an employee reported upon has worked for a period of more than three months under the supervision of different Reporting Officers (if any), separate APAR should be submitted for that period of supervision (more than three months) to the concerned Reporting Officer/s.

8. In case of any doubts/queries about filling-up of APARs, the concerned Reporting/Reviewing Officer may please contact the Joint Registrar – I (Estt.) in this regard.

Hindi Version will follow.



Registrar

Encl. : (i) APAR Forms alongwith General Instructions (Employee to Download/Use the APAR relevant to the post)

To: All Non-teaching Employees

Copy for information and necessary action:

1. Office of Hon. Vice Chancellor
2. Office of the Registrar, Finance Officer, Controller of Examinations, Librarian, Dean (Academics), Dean (Research), Proctor, Chief Warden, Director (IQAC), Dean of Students' Welfare, Dean (ARCI)
3. All Deans of the Schools of Studies
4. All Heads / Coordinators of Academic Departments
5. Hindi Officer, Rajbhasha Cell- to arrange to issue Hindi version of the Office Order
5. All Officers / Section Incharge
6. Concerned File



राजस्थान केन्द्रीय विश्वविद्यालय

Central University of Rajasthan

च. 8 बांदरसिंदरी, तहसील किशनगढ़-305817, जिला अजमेर (राजस्थान)
NH-8, Bandarsindri, Teh- Kishangarh-305817, Ajmer (Raj.)

No.: CURAJ/R/F. 128/2021/399

Date: 28 JUN 2021

OFFICE ORDER

Following employees are hereby nominated for 3rd AIU-MFF Safe Campus Programme schedule to be organised from 29.06.2021 to 30.06.2021:-

1. Mr. Ravi Saharan, Assistant Professor
2. Dr. Sakshi Bhatia, Assistant Professor
3. Mr. Manoj Indoria, Assistant Registrar
4. Ms. Neha Bajaj, Assistant

2. Above candidates are requested to register and attend the programme accordingly. The matter regarding processing and payment/transfer of fee (total Rs. 2000/- will be coordinated by Ms. Neha Bajaj.

3. This issues with the approval of the Competent Authority.


Registrar 28/6/2021

Distribution to:

1. Dr. S Rama Devi Pani, Editor, University News, AIU, New Delhi (ramapani.universitynews@gmail.com)- for information with reference to the mail dated 24.06.2021.
2. Above nominated candidates- for information
3. Concerned File/Estt Section
4. Guard/Despatcher File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

एन.एच. 8 बांदरसिंदरी, तहसील किशनगढ-305817, जिला अजमेर (राजस्थान)
NH-8, Bandarsindri, Teh- Kishangarh-305817, Ajmer (Raj.)

No.: CURAJ/R/F.129/2021/577

Date : 13 JUL 2021

OFFICE ORDER

The University has issued Office Order No CURAJ/R/F.121/2020/639 dated 01.07.2020 to regularize the absence during COVID-19 subject to any further clarifications issued by GoI/DoP&T/etc.

2. Now, the DoP&T has clarified various aspects on the matter of treatment/regularization of hospitalization/quarantine period during COVID-19 Pandemic vide OM No.13020/1/2019-Estt.(L) dated 07.06.2021 and OM F.No.14029/5/2019-Estt.(L)(Pt.2) dated 28.07.2020.

3. The University has adopted the above OMs of DoP&T by cancelling the Office Order No CURAJ/R/F.121/2020/639 dated 01.07.2020 of the University. Hence, all the Deans, HoDs, and Section Heads/I/C are requested to furnish records of concerned School/Department/Section in the attached format so that cases ~~could~~ be settled, accordingly.

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


Registrar

Ecnl: As above.

Distribution to:

1. Office of the Hon'ble Vice Chancellor for kind information, please.
2. Office of Registrar/Finance Officer/CoE/Librarian.
3. All Deans of the Schools of Studies.
4. Office of the Chief Warden/Proctor.
5. All Heads/Coordinators of Academic Departments.
6. All Officers/Section In-charge.
7. All Teaching & Non-Teaching Staff.
8. Concerned File/Estt Section
9. Guard/Despatcher File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
NH-8, Bandarsindri, Kishangarh-305817, Ajmer(Raj.)

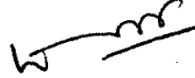
No. : CURAJ/R/F123/2021/633

Date: 16.07.2021

OFFICE ORDER

In continuation of Office Order No. CURAJ/R/F.123/2020/1641 dated 24.09.2020, I am directed to inform all concerned that the charge of Controller of Examinations is hereby assigned to Prof. S.N. Ambedkar, Department of Public Policy, Law & Governance, in addition to his present duties in the University, with immediate effect and till further orders.

This issues with the approval of the Competent Authority.


Registrar

Copy for information/necessary action:

1. Office of Hon. Vice Chancellor - for info pl.
2. Office of Registrar / Finance Officer / CoE / Librarian
3. Office of Dean (Academics)/Dean (Research)/Dean (ARCI)/DSW/ Director-IQAC
4. All Deans of Schools of Studies
5. Dean, School of Social Sciences
6. Prof. S.N. Ambedkar, Department of Public Policy, Law & Governance
7. Office of the Proctor / Chief Warden
8. All Heads/Coordinators of Academic Departments
9. Head, Department of Public Policy, Law & Governance
10. Dr. Chandra Kanta Dash, UGC Assistant Professor, Deptt. of Chemistry
11. All Officers / Section Incharge
12. Concerned File / Estt. Section
13. Guard / Despatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
Bandarsindri, N.H.-8, Kishangarh-305817, Distt. Ajmer (Raj.)

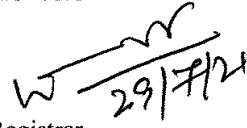
No. : CURAJ/R/F/29/2021/758

Date: 29 JUL 2021

OFFICE ORDER

I am directed to inform all concerned that Dr. S. Kandasamy, Associate Professor, Department of Public Policy, Law & Governance is hereby appointed as Chief Warden, Central University of Rajasthan by Hon'ble Vice Chancellor (Incharge), with immediate effect, in addition to his present duties in the University, till further orders.

The Chief Warden will perform his duties as per the provisions of the Act, Statutes and Ordinances of the University and as assigned by the Vice Chancellor, from time to time.


Registrar

Copy for information and necessary action:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, CoE, Librarian
3. Office of the Dean (Academics), Dean (Research), Dean (ARCI), Director IQAC
4. Office of the Proctor, Chief Warden, Dean of Students Welfare
5. All Deans of the Schools of Studies
6. All Heads/Coordinators of Academic Departments
7. Prof. Pawan Kumar Dadheech-- *to hand over the charge of Chief Warden to Dr. S. Kandasamy with a request to help and participate in meetings by the Office of Chief Warden, atleast for one month.*
8. Dr. S. Kandasamy- *to take over the charge of Chief Warden from Prof. Pawan Kumar Dadheech*
9. Web Admin - *with request to update the University website*
10. Concerned File / Estt. Section
11. Guard / Dispatcher File



CURAJ/ACad/2021/F-1/S-No.168

Date : 02.08.2021

OFFICE ORDER

As the Ph.D. admission process for Academic Year 2021-22 is going on, the following Non-teaching staff is deputed in Dean Academic Office for admission related work for one week w.e.f. 03.08.2021:

1. Mr. Dasrathi Kumar, Laboratory Assistant
2. Mr. Rajendra Kumar Soni, Laboratory Attendant
3. Mr. Damodar Prasad, DEO
4. Mr. Keshav Sharma, Store Keeper

The staff will be reporting to Dr. Deepesh Bhati and Dr. Anuj Kumar.


21/8/21
Dean Academics

Copy to :

1. V.C. Secretariat
2. Registrar
3. Dr. Ajeet Patra
4. Dr. Chandra Shekhar Gehan
5. Prof. Amit Kumar Goyal
6. Mr. Ashish Kumar Gupta
7. Dr. Deepesh Bhati
8. Dr. Anuj Sharma
9. Concerned Staff
10. Guard/Dispatch file



No. CURAJ/R/F.130/2021/1137

Date: 08.09.2021

OFFICE ORDER**Sub.: Reopening of the University for PG students in a phased manner from 15th September, 2021.**

The University has already called the Ph.D Scholars physically to pursue their research / laboratory work from 5th August 2021 onwards, in a-phased manner.

In continuation of the above and as per the guidelines issued by the GOI / GoR, it has now been decided that the classes for PG students will also be reopened from 15th September 2021 onwards in a phased manner, the details of which are available on the University website.

All Deans' and the HoDs are requested to coordinate with the students when they are reporting in the University campus.

This is issued with the approval of the Competent Authority.

Registrar (I/c)

Copy for information / necessary action please:

1. Office of the Hon'ble Vice-Chancellor
2. Office of the Finance Officer/ Controller of Examinations/ Librarian
3. Dean(Academic)/ Dean (Research)/ Dean Students Welfare/ Dean (ARCI)
4. All Deans of Schools of Studies
5. Proctor / Chief Warden / DSW
6. All Heads/Coordinators - Academic Departments
7. All Officers/Section In charge
8. Dispatch/Guard file



राजस्थान केन्द्रीय विश्वविद्यालय

CENTRAL UNIVERSITY OF RAJASTHAN

No. CURAJ/R/F.130/Wardens/2021-22/1193

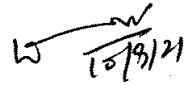
Date: 10.09.2021

OFFICE ORDER

This is for information of all concerned that the following faculty members have been appointed as Wardens (Male & Female) in the Halls of Residence (Hostel Nos. 01, 02, 04, 05, 06 and 07) for a period of two years or till further orders, whichever is earlier, as per provisions of the University Ordinance 27:

#	Name & Designation of the Faculty Member	Hall of Residence
1.	Dr. T. Sangeetha, Assistant Professor (Education)	Hostel No. 01
2.	Dr. Nivedita Choudhary, Assistant Professor (Environment Science)	
3.	Dr. Ritu Singh, Assistant Professor (Environment Science)	Hostel No. 02
4.	Dr. Sakshi Bhatia, Assistant Professor (Linguistics)	
5.	Dr. Dhanapati Shougrakpam, Assistant Professor (Linguistics)	Hostel No. 04
6.	Dr. Jaya Kritika Ojha, Assistant Professor (Society Tech. Interface)	
7.	Dr. Sanjay Kumar, Assistant Professor (Statistics)	Hostel No. 05
8.	Dr. Satyanarayana Murthy Dogga, Assistant Professor (Economics)	
9.	Dr. Muzzammil Hussain, Assistant Professor (Comp. Science & Eng.)	Hostel No. 06
10.	Dr. Jaiprakash Tripathi, Assistant Professor (Mathematics)	
11.	Mr. Ravi Saharan, Assistant Professor (Comp. Science & Eng.)	Hostel No. 07
12.	Dr. Pranta Pratik Patnaik, Assistant Professor (Culture & Media Stud.)	

This issues with the approval of the Competent Authority.


(Prof. D. C. Sharma)
Registrar (i/c)

Copy to:

1. Office of the Vice Chancellor
2. Office of the Registrar/ Finance Officer / Controller of Examinations / Librarian
3. Office of the Dean Academics / Research / ARCI
4. Office of the Chief Warden / Proctor
5. All Deans of the Schools of Studies
6. All HoDs / Coordinators of Academic Departments / All Officers / Section-Incharge
7. Joint Registrar - I / II
8. Concerned Faculty Members
9. All Teaching / Non-Teaching Employees
10. Notice Boards (Hostel No. 01, 02, 04, 05, 06 and 07) - for information of the concerned resident students
11. Website Administrator - with request to update the University website
12. Guard / Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
Bandarsindri, N.H.-8, Kishangarh-305817, Distt. Ajmer (Raj.)

No. : CURAJ/R/F/31/2021/1380


Date: 29 SEP 2021

OFFICE ORDER

In continuation of this Office Order No. 1595 dated 19.07.2018, No. 1941 dated 20.10.2020 and No.3835 dated 31.03.2021, I am directed to inform all concerned that Dr. Anjali Sharma, Associate Professor, Department of Education is hereby relieved from the responsibility of Additional Chief Warden, Central University of Rajasthan, with immediate effect.

However, as and when need is felt, University may have her services to advise the Female Wardens.

This issues with the approval of Competent Authority.


Registrar

Copy for information and necessary action:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, CoE, Librarian
3. Office of the Dean (Academics), Dean (Research), Dean (ARCI), Dean (Student Welfare), Director IQAC
4. Office of the Proctor, Chief Warden
5. All Deans of the Schools of Studies
6. The Joint Registrar-I and II
7. Dr. Anjali Sharma, Associate Professor, Department of Education
8. All Heads/Coordinators of Academic Departments
9. All Officers/ Section Incharge
10. Web Admin - *with request to update the University website*
11. Concerned File / Estt. Section
12. Guard / Dispatcher File

राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
Bandarsindri, N.H.-8, Kishangarh-305817, Distt. Ajmer (Raj.)

No. : CURAJ/R/F/31/2021/1533


Date: 11.10.2021

OFFICE ORDER

It is to inform to all concerned that Prof. Jugal Kishore Prajapat, Department of Mathematics is hereby appointed as Dean, Students' Welfare with immediate effect till further orders in addition to his present duties in the University.

The Dean, Students' Welfare shall perform such functions/duties as per the provisions of the Act, Statutes and Ordinances of the University and as assigned by the Vice Chancellor from time to time.

This issues with the direction of the Competent Authority.


Registrar

Copy for information/necessary action:

1. Office of Hon. Vice Chancellor
2. Office of Registrar / Finance Officer/ CoE / Librarian
3. Office of Dean (Academics)/Dean (Research)/Dean(ARCI)/ Dean of Students' Welfare/ Director (IQAC)
4. All Deans of the Schools of Studies
5. Office of the Chief Warden / Proctor
6. All Heads/Coordinators of Academic Departments
7. Prof. Praveen Sahu, Department of Commerce & Dean, Students' Welfare – with a request to hand over the charge of DSW to Prof. Jugal Kishore Prajapat
8. Prof. Jugal Kishore Prajapat, Department of Mathematics – with a request to take over the charge of DSW from Prof. Praveen Sahu
9. All Officers / Section Incharge
10. Public Relations Officer
11. Guard/Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
NH-8, Bandarsindri, Kishangarh-305817, Ajmer(Raj.)


No. : CURAJ/R/F.13/2021/1534

Date: 1.10.2021

OFFICE ORDER

It is to inform all concerned that the newly joined Ms. Malvika Singh, Lower Division Clerk is hereby deputed for the time being in the Vice Chancellor's Secretariat with immediate effect and till further orders.

Ms. Malvika Singh, is hereby directed to report to the office of VC Secretariat immediately.


Registrar

To:

Ms. Malvika Singh, Lower Division Clerk

Copy to:

1. Office of Hon. Vice Chancellor
2. Office of the Registrar/ Finance Officer / Controller of Examinations/ Librarian
3. Office of the Dean (Academics) / Dean (Research)/ Dean (ARCI)/ DSW/ Director-IQAC
4. The Assistant Registrar (VC Secretariat/ Recruitment Ccell)
5. All Officers / Sections Incharge
6. Guard / Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
Bandarsindri, N.H.-8, Kishangarh-305817, Distt. Ajmer (Raj.)

No. : CURAJ/R/F13./2021/1536

Date: 11.10.2021

OFFICE ORDER

It is to inform all concerned that Dr. Mamta Rani, Associate Professor, Department of Computer Science is hereby appointed as Additional Chief Warden to support the Chief Warden with reference to Girls Hostels of Central University of Rajasthan, with immediate effect till further orders, in addition to her present duties in the University.

This is issued with the approval of the Competent Authority.


Registrar

Copy for information/necessary action:

1. Office of Hon. Vice Chancellor
2. Office of Registrar / Finance Officer/ CoE / Librarian
3. Office of Dean (Academics)/Dean (Research)/Dean(ARCI)/ Dean of Students' Welfare/ Director (IQAC)
4. All Deans of the Schools of Studies
5. Office of the Chief Warden / Proctor
6. All Heads/Coordinators of Academic Departments
7. The Joint Registrar-I and II
8. Dr. Mamta Rani, Associate Professor, Department of Computer Science
9. All Officers / Section Incharge
10. All Wardens, CURaj
11. Guard/Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
NH-8, Bandarsindri, Kishangarh-305817, Ajmer(Raj.)

No. : CURAJ/R/F13/2021/1534

Date: ... 11 OCT 2021

OFFICE ORDER

It is to inform all concerned that the newly joined Mrs. Sharmila Autha, Lower Division Clerk is hereby deputed to the office of Controller of Examination with immediate effect and till further orders.

Mrs. Sharmila Autha, is hereby directed to report to the office of Controller of Examination immediately.


Registrar

To:

Mrs. Sharmila Autha, Lower Division Clerk

Copy to:

1. Office of Hon. Vice Chancellor
2. Office of the Registrar/ Finance Officer / Controller of Examinations/ Librarian
3. Office of the Dean (Academics) / Dean (Research)/ Dean (ARCI)/ DSW/ Director-IQAC
4. All Officers / Sections Incharge
5. Guard / Dispatch File

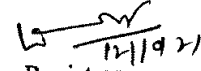


No. : CURAJ/R/F.131 /2021/1548

Date: 12/10/2021

OFFICE ORDER

In pursuance of the Offer of Appointment No. 125 dated 13.04.2021, Mr. Dinesh Kumar Aggarwal is hereby relieved w.e.f. 12.10.2021 (A/N) from the engagement of OSD (Finance) (on contract basis) in the Central University of Rajasthan.


12/10/21
Registrar

C.C. to:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar / Finance Officer / CoE / Librarian
3. Office of the Dean (Academics) / Dean (Research) / Dean (ARCI)
4. Office of the Proctor / Chief Warden / Dean of Students Welfare
5. All Deans of the School of Studies
6. All Heads/Coordinators of Academic Departments
7. All Officers / Section Incharge
8. Mr. Dinesh Kumar Aggarwal, OSD (Finance)
9. Account Section / Salary Clerk
10. Concerned File / Estt. Section
11. Guard / Despatch File

राजस्थान केन्द्रीय विश्वविद्यालय
(संसद के अधिनियम के तहत स्थापित केन्द्रीय विश्वविद्यालय)
राष्ट्रीय राजमार्ग-8, बांदरसिन्दरी, किशनगढ़-305817
जिला-अजमेर (राजस्थान) भारत
दूरभाष (का.):+91-1463-238755, फ़ैक्स: +91-1463-238722
वेबसाईट: http://www.curaj.ac.in, ईमेल: info@curaj.ac.in



Central University of Rajasthan

(A Central University by an Act of Parliament)

N.H.8, Bandarsindri, Kishangarh-305817

District - Ajmer (Rajasthan) INDIA

Phone (O): +91-1463-238755, Fax +91-1463-238722

Website http://www.curaj.ac.in, Email info@curaj.ac.in

No.CURAJ/CW/2021/F.1/10

Date - 13.10.2021

OFFICE ORDER

All the students who have completed their academic degrees in the sessions 2019-2020 and 2020-2021 and not vacated hostel rooms after completing the last deadline i.e. 07.10.2021, their rooms will be vacated by the Concerned Hostel Caretaker in the presence of Concerned Hostel Warden and their belongings available in the hostel room will be kept in the designated place.

The concerned Hostel caretaker / DEO may ensure the videography of opening the room and shifting the belongings at the designated place. All activities shall be carried out in the presence of two persons in addition to caretaker / DEO, preferably one hostel warden.

A copy of the recording will be kept in the office of Chief Warden for future requirement, if any.

Concerned care taker may ensure proper cleaning and sanitization of the room within 24 hours after vacating, so that the same may be allotted to upcoming student without any problem.

The above exercise may be carried out within 3 days for all such rooms which were not vacated by the passed out students after completing the deadline, from the date of issue of this order.

This issues as per the direction of the competent authority.

Chief Warden
Central University of Rajasthan

Copy for information and necessary action to:

1. Office of the Hon'ble Vice-Chancellor
2. Registrar
3. Additional Chief Warden.
4. Joint Registrar-II, Controlling officer,
5. All Concerned Wardens
6. Assistant Registrar-IV
7. All Concerned Hostel Staff.



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

एन.एच. 8, बांदरसिंदरी, तहसील किशनगढ़, जिला अजमेर- 305817 (राजस्थान)
NH-8, Bandarsindri, Teh- Kishangarh-305817, Ajmer (Raj.)

संख्या: सीयूराज/आर/एफ/ 131 /2021/ 1587

दिनांक 14 OCT 2021

कार्यालय आदेश/OFFICE ORDER

डा. काशीनाथ जी. मैत्री, सहायक आचार्य, योगा विभाग को विश्वविद्यालय कार्मिकों तथा उन पर आश्रित परिवार के सदस्यों के आयुर्वेदिक ईलाज के उद्देश्य से अधिकृत चिकित्सा परिचारक (ए.एम.ए.) नियुक्त किया जाता है। उक्त नियुक्ति से पूर्व के मामलों में (यदि कोई है तो) उन्हें अधिकृत चिकित्सा परिचारक (ए.एम.ए.) माना जायेगा। वह विश्वविद्यालय स्वास्थ्य केन्द्र में परामर्श हेतु बुधवार साय: 5 बजे (अप्रा.) से 6 बजे (अप्रा.) तक तथा शनिवार 11 बजे (पूर्वा.) से 1 बजे (अप्रा.) तक उपलब्ध रहेंगे। डा. मैत्री ने उक्त दायित्व अपने वर्तमान कार्यभार के अतिरिक्त बिना किसी वित्तीय लाभ/परामर्श फीस के वहन करने हेतु स्वेच्छा से स्वीकृति प्रदान की है।

Dr. Kashinath G. Metri, Assistant Professor, Department of Yoga is hereby appointed as Authorized Medical Attendant (AMA) for Ayurvedic Treatment of the University personnel and their dependent family members. He will be considered as deemed AMA in earlier cases also (if any), before this appointment. He will be available in the University Health Centre on Wednesday (5 pm to 6 pm) and Saturday (11 am to 1 pm) for consultation. Dr. Metri has given his consent to take up this responsibility without any financial benefit/consultation fee in addition to his present duties.

यह सक्षम अधिकारी के अनुमोदन से जारी है।

This issues with the approval of the Competent Authority.

कुलसचिव/Registrar (Vc)

वितरण/Distribution to:

1. समस्त शैक्षणिक तथा अशैक्षणिक विभाग/All Teaching & Non-Teaching Departments.
2. समस्त शैक्षणिक तथा अशैक्षणिक कार्मिक/ All Teaching & Non-Teaching personnel.
3. प्रेषण फाईल/Despatcher File.



No. CURAJ/R/F.131/2021/1607

Date: 18.10.2021

OFFICE ORDER

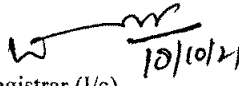
In partial modification to the Office Order No. 1193 dated 10.09.2021, Dr. Rajan Singh, Assistant Professor, Department of Electronics and Communication Engineering is hereby appointed as Warden for the Hostel No. 07 in place of Dr. Pranta Pratik Patnaik, Assistant Professor, Department of Culture & Media Studies.

Also, Dr. Neha Seth, Assistant Professor, Department of Commerce is hereby appointed as Warden for the Hostel No. 03.

Their appointment as Warden shall be for a period of two years or till further orders, whichever is earlier as per provisions of the University Ordinance 27.

The Chief Warden is also authorized to deploy the appointed Wardens as per the convenience / requirement.

This is issued with the approval of the Competent Authority.


Registrar (I/c)

Copy for information / necessary action please:

1. Office of the Hon'ble Vice-Chancellor
2. Office of the Finance Officer/ Controller of Examinations/ Librarian
3. Dean(Academic)/ Dean (Research)/ Dean Students Welfare/ Dean (ARCI)
4. Proctor / Chief Warden / DSW
5. All Deans of Schools of Studies
6. All Heads/Coordinators - Academic Departments / All Officers / Section In-charge
7. Joint Registrar - I / II
8. Concerned Faculty Members
9. All Teaching / Non-Teaching Employees
10. Web Administrator
11. Dispatch/Guard file




CURAJ/R/F.131/2021/1584

14 OCT 2021
दिनांक: 13.10.2021**कार्यालय आदेश/OFFICE ORDER**

गणित विभाग के अध्ययन बोर्ड के गठन संबंधी कार्यालय आदेश रा.के.वि.वि/कु.स./फा.121/2020/753 दिनांक 08.07.2020 के बिंदु "घ" में डॉ. अमित चक्रवर्ती के विश्वविद्यालय से कार्यमुक्त होने के उपरांत उनके स्थान पर वरिष्ठता क्रम में "डॉ. विद्योत्मा जैन" को गणित विभाग के अध्ययन बोर्ड का सदस्य नामित किया जाता है।

In reference to the earlier Office Order CURAJ/R/F.121/2020/753 dated 08.07.2020 regarding **Constitution of Board of Studies - Department of Mathematics**; point no. "d" "Dr. Vidyotma Jain" is nominated in place of "Dr. Amit Chakraborty" in order of seniority on relieving of Dr. Amit Chakraborty from University.


Registrar/कुलसचिव

प्रतिलिपि /Copy to:

1. कुलपति सचिवालय /Office of Hon'ble Vice Chancellor
2. सभी स्कूल के अधिष्ठाता/ All Deans of Schools
3. सभी विभागाध्यक्ष/ समन्वयक /All HoD/Coordinators
4. सभी सम्बंधित /All Concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
NH-8, Bandarsindri, Kishangarh-305817, Ajmer(Raj.)

No. : CURAJ/R/F. 31./2021/ 1722

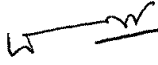
Date: 28.10.2021

OFFICE ORDER

It is to inform all concerned that Ms. Lata Gurubaxani, UDC (presently posted in the Office of CoE), is hereby deputed temporarily to the Academic Section with immediate effect till 30.11.2021 or till Ms. Neha Bajaj, Assistant resumes duty after availing her leave or till further orders, whichever is earlier.

However, during this period, Ms. Lata Gurubaxani will also provide her services in the Office of CoE if required, in addition to her new assigned duties.

This is issued as per approval of the Competent Authority.


Registrar (I/c)

To,
Ms. Lata Gurubaxani, UDC

Copy to:

1. Office of Hon. Vice Chancellor
2. Office of the Registrar/ Finance Officer / Controller of Examinations
3. Office of the Dean (Academics)
4. Ms. Neha Bajaj, Assistant
5. All Officers / Sections Incharge
6. Guard / Despatch File



राजस्थान केन्द्रीय विश्वविद्यालय
राष्ट्रीय राजमार्ग-08, बांदरसिंदरी, किशनगढ़-305817, अजमेर (राज.)
Central University of Rajasthan
NH-8, Bandarsindri, Kishangarh-305817, Ajmer(Raj.)

EMAI

No. : CURAJ/R/F/13/2021/1925

Date: 18.11.2021

OFFICE ORDER

All concerned are hereby informed that Mr. Avimanu Sharma, Ph.D. Research Scholar (2018phdevs002) in Deptt. of Environmental Science upon his request forwarded by Dr. Ritu Singh (Research Supervisor) and recommended by Head, Department of Environmental Science and Dean, School of Earth Sciences, has been permitted to use the Roof Space of 4A-6 Building till February 2022 to conduct pot experiment while working on application of nanoparticles in agriculture (research work). The safety of the Research Scholar shall be ensured by the Research Supervisor while sending him to roof-top in this regard

This issues with the approval of the Competent Authority.

Registrar (I/c)

Copy to:

1. Dean, School of Earth Sciences
2. Head, Department of Environmental Science
3. Dr. Ritu Singh, Research Supervisor & Assistant Professor, Deptt. of Environmental Science
4. Proctor / Joint Registrar-II / Security Section
5. O/o Dean, Research / Project Cell
6. O/ o Executive Engineer / Estate Section
7. Guard / Despatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
NH-8, Bandarsindri, Kishangarh-305817, Ajmer(Raj.)

No. : CURAJ/R/F.131/2021/1960

Date: 23 NOV 2021

OFFICE ORDER

This has reference to Office Order No. CURAJ/R/F.123/ 2020/ 1790 dated 09.10.2020 wherein Ms. Lata Gurbaxani, UDC was transferred from CoE Office to F&A Section.

The concerned Section Head is hereby requested to relieve Ms. Lata Gurbaxani with immediate effect and the employee concerned will report for the assigned duties with immediate effect after proper handing over the charge of their duties at present position.

This issues with the approval of the Competent Authority.


23/11/21
Registrar

Copy to:

1. Office of Hon. Vice Chancellor
2. Office of the Registrar/ Finance Officer / Controller of Examinations/ Librarian
3. Office of the Dean (Academics) / Dean (Research)/ Dean (ARCI)/ DSW/ Director-IQAC
4. All Officers / Sections Incharge
5. Ms. Lata Gurbaxani, UDC
6. Guard / Dispatch File



No.: CURAJ/R/F.131/2021/1993

Date: 25.11.2021

OFFICE ORDER

The Audit Team from the Office of the Principal Director of Audit (Central), Branch Office Rajasthan, Jaipur is visiting Central University of Rajasthan from 30.11.2021 onwards to carry out the compliance/transaction Audit of the records of the CURAJ for the Period from 01/04/2020 to 31/03/2021.

For providing the information & other logistic support to audit, the following officials are nominated:

Sr. No.	Department/Section	Name of Official
1	Registrar Office	Mr. Jahangir Kureshi, Assistant
2	Information and record of Library	To be nominated by Librarian
3	Information related to Establishment	Mr. Gaurav Sharma, Section Officer Mr. Inderpal, Section Officer
4	Information and record of Accounts Section	Mr. Shyam Singh, AR-III Mr. Pradeep Garg, Section Officer Mr. Shaffiq Mohammed, Section Officer
5	To assist with the Audit Team	Mr. Mahesh Joshi, Internal Audit Officer Mr. Manish Wadhvani, LDC
6	Estate Section	Mr. Sultan Singh, Executive Engineer Mr. Kartik Bhati, Assistant Engineer
7	Purchase Section & Store Section	Mr. Pardeep Kumar, Assistant Registrar Ms. Hema Chaudhary, Assistant
8	Sponsored Project	To be nominated by Dean (Research)
9	Academic Section	To be nominated by Dean (Academic)
10	JR-II Office	To be nominated by Joint Registrar-II
11	PRO Office	Ms. Anuradha Mittal, PRO
12	All Academic Departments	To be nominated by HoD's
13	Other Activities/other Sections	To be nominated by Incharge of concerned Sections
14	Office arrangement & Attendant	F&A Section Attendant

This is issued with the approval of the Competent Authority.

Registrar (i/c)

Copy to:

- Office of the Hon. Vice Chancellor
- Office of the Registrar/Finance Officer/Controller of Examination/Librarian
- Office of the Dean-Academic/Dean-Research/Deans-Student Welfare/Dean-ARCI/Director-IQAC
- All Deans of the Schools
- All HoDs/Coordinators of Academic Departments
- Office of the Chief Warden/Proctor
- Joint Registrar-I/Joint Registrar-II/Internal Audit Officer
- Executive Engineer/ Public Relation Officer/Medical Officer/Assistant Engineer
- All Concerned/All Section In-Charge
- Guard/Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
राष्ट्रीय राजमार्ग-08, बांदरसिंदरी, किशनगढ़-305817, अजमेर (राज.)

Central University of Rajasthan

NH-8, Bañdarsindri, Kishangarh-305817, Ajmer(Raj.)

No. : CURAJ/R/F.133/2021/2027

29 NOV 2021
Date:

OFFICE ORDER

It is to inform that land area 600 square yards (opposite the Electric Sub-station ESS 20.7 near the University Guest House) has been allotted to the Department of Microbiology, School of Life Sciences for establishment of BSL-3/ABSL-3 facility under SERB-IRHPA, without financial commitment of the University.

This issues with the approval of the Competent Authority.

Registrar (I/c)

To,

The Head,
Department of Microbiology,
Central University of Rajasthan

Copy to:

1. Dean, School of Life Sciences, CURaj
2. Proctor / Joint Registrar-II / Security Section, CURaj
3. O/o Dean, Research / Project Cell, CURaj
4. O/o Executive Engineer / Estate Section, CURaj
5. Guard / Despatch File



No.: CURAJ/R/F.132 /2021/2029

Date : 29.11.2021

OFFICE ORDER

Consequent upon his selection to the post of Librarian in the Pondicherry University and his subsequent request, Dr. Vijayakumar M. is hereby relieved upon tendering technical resignation from the post of Librarian of the Central University of Rajasthan w.e.f. 29.11.2021 (AN) to enable him to join the new assignment.

2. Lien will be maintained for a duration of 01 year according to his probation period at Pondicherry University.
3. This issues with the approval of the Competent Authority.


Registrar

Distribution to:

1. Office of Hon'ble Vice Chancellor
2. Office of the Registrar/Finance Officer/Controller of Examination/Librarian
3. Office of Dean (Academics)/Dean (Research)
4. Office of the Proctor/Chief Warden/Dean of Students Welfare
5. All Deans of the Schools of Studies.
6. All Heads/Coordinators of Academic Departments.
7. All Officers/Section In-charge.
8. All Teaching & Non-Teaching Staff.
9. Registrar, Pondicherry University.
10. Dr. Vijayakumar M.
11. Web Admin- with request to update the University website (www.curaj.ac.in)
12. Concerned File/Estt. Section
13. Guard/Despatcher File



राजस्थान केन्द्रीय विश्वविद्यालय
राष्ट्रीय राजमार्ग-08, बांदसिंदरी, किशनगढ़-305817, अजमेर (राज.)

EMail

Central University of Rajasthan

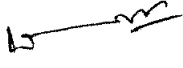
NH-8, Bandarsindri, Kishangarh-305817, Ajmer(Raj.)

No. : CURAJ/R/F.132/2021/2149

OFFICE ORDER

Date: - 8 DEC 2021

It is to inform that a small portion of Room No. 108 in SP-3 has been allotted to establish a lab - installing equipments (Server Racks/Servers, Swithes, Desktop Computers, etc.) and seating of Research Fellow/Scholars for working in the DST-SERB (File No. CRG/2020005759) Research Project (PI: Dr. Gaurav Somani, Assistant Professor/CSE) in the Department of Computer Science & Engineering under the School of Engineering & Technology, with immediate effect, till further orders. This issues with the approval of the Competent Authority.


Registrar (I/c)

To,

Dr. Gaurav Somani
Assistant Professor & PI
Deptt. of Computer Science & Engineering
Central University of Rajasthan

Copy to:

1. Dean, School of Engineering & Technology, CURaj
2. Head, Deptt. of Computer Science & Engineering, CURaj
3. O/o Proctor / Joint Registrar-II / Security Section, CURaj
4. O/o Dean (Research) / Project Cell, CURaj
5. O/o Executive Engineer / Estate Section, CURaj
6. Guard / Despatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

एन.एच. 8 बांदरसिंदरी, तहसील किशनगढ़-305817, जिला अजमेर (राजस्थान)
NH-8, Bandarsindri, Teh- Kishangarh-305817, Ajmer (Raj.)

No.: CURAJ/R/F.132/2021/2 343

Date : 17 DEC 2021

OFFICE ORDER

Consequent upon tendering resignation, Dr. Chandra Sekhar Gahan is hereby permitted to get relieve from the post of Associate Professor, School of Sports Sciences (on contract basis) on 23.12.2021 (AN) and accordingly, he will join the post of Assistant Professor, Department of Microbiology w.e.f. 24.12.2021 (FN) for which lien is maintained.

2. This is issued with the approval of the competent authority.

Registrar

Copy to:

1. Office of the Hon'ble Vice Chancellor.
2. Office of the Registrar/Finance Officer/CoE/Librarian.
3. All Deans of the Schools of Studies.
4. Office of the Chief Warden/Proctor.
5. All Heads/Coordinators of Academic Departments.
6. All Officers/Section In-charge.
7. Dr. Chandra Sekhar Gahan.
8. AR, EC Cell- to place an informative agenda point in the ensuing EC.
9. Concerned File of Estt Section.



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
Bandarsindri, N.H.-8, Kishangarh-305817, Distt. Ajmer (Raj.)

No. : CURAJ/R/F/32/2021/23 65

Date: 17.12.2021


OFFICE ORDER

As per communication received from the UGC/ MoE, it has been informed that admission in the Central Universities shall take place through Common University Entrance Test (CUET) from the Academic year 2022-23, which shall be conducted by the National Testing Agency (NTA).

In this regard, it is to inform all concerned that the Controller of Examination, Central University of Rajasthan is hereby nominated as the Ex-Officio Nodal Officer for the said purpose, with immediate effect till further orders, in addition to his present duties in the University.

The Nodal Officer shall coordinate and perform such functions/ duties as required for implementation and conduct of Common University Entrance Test (CUET).

This is issued with the approval of the Competent Authority.


Registrar (I/c)

Copy for information/necessary action:

1. Office of Hon. Vice Chancellor
2. Office of Registrar / Finance Officer/ CoE / Librarian
3. Office of Dean (Academics)/Dean (Research)/Dean (ARCI)/ Dean of Students' Welfare/ Director (IQAC)
4. All Deans of the Schools of Studies
5. Office of the Chief Warden / Proctor
6. All Heads/Coordinators of Academic Departments
7. All Officers / Section Incharge
8. Guard/Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan
Bandarsindri, N.H.-8, Kishangarh-305817, Distt. Ajmer (Raj.)

No. : CURAJ/R/F 133/2022/2550

Date: 04.01.2022


CIRCULAR
(E-MAIL)

In pursuance of the GOI directions vide O.M. F.No. 11013/9/2014-Estt.A-III dated 03.01.2022, the marking of Biometric Attendance Aadhar Enabled Biometric Attendance System (AEBAS) is hereby suspended in the University with immediate effect and till further orders, so as to prevent the spread of COVID-19.

However, all the employees are required to mark their attendance in Attendance Registers to be maintained manually as is being under practice at the respective sections/ departments. The Reporting Officers will ensure proper maintenance of attendance and punctuality of their staff.

All the staff shall strictly follow the COVID appropriate behaviour viz. use of sanitizers, physical distancing, wear mask/ face covers etc. at all times.

This is issued with the approval of the Competent Authority.


Registrar (I/c)

Copy for information/necessary action:

1. Office of Hon. Vice Chancellor – for info pl.
2. Office of the Registrar, Finance Officer, CoE, Librarian
3. Office of the Dean (Academics), Dean (Research), Dean Student Welfare/ Dean (ARCI), Director IQAC
4. Office of the Proctor, Chief Warden, Dean of Students Welfare
5. All Deans of the Schools of Studies
6. All Heads/Coordinators of Academic Departments
7. All Officers/ Section Incharge
8. The Incharge ICT Cell
9. All Teaching Staff
10. All Non-Teaching Staff
11. Guard / Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

एन.एच. 8 बांदरसिंदरी, तहसील किशनगढ-305817, जिला अजमेर (राजस्थान)
NH-8, Bandarsindri, Teh- Kishangarh-305817, Ajmer (Raj.)

No.: CURAJ/R/F./134 /2022/3134

Date : 21 FEB 2022

OFFICE ORDER

The University is going to celebrate its 14th Foundation day on 03.03.2022. All the Teaching and Non-Teaching employees (including regular/temporary/outsourced) are requested to attend the function on that day. No one is expected to be on leave on that day except on emergent grounds.

2. This issues under the direction of the Competent Authority.

Registrar

Distribution to:

1. Office of the Hon'ble Vice Chancellor for kind information, please.
2. All Deans of School of Studies.
3. All Heads/Coordinators of Academic Departments.
4. All Teaching/Non-Teaching employees of the University.
5. Estt Section/Concerned File.
6. Guard/Despatcher File.

राजस्थान केन्द्रीय विश्वविद्यालय

CENTRAL UNIVERSITY OF RAJASTHAN

N.H-8, Bandarsindri, Kishangarh, District – Ajmer (Rajasthan) India - 305817

No.: CURAJ/R/F.134/2022/3492

Date: 25.02.2022

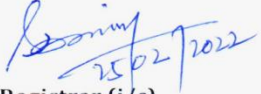
OFFICE ORDER

This is to inform that the 14th Foundation Day of the University is of the Central University of Rajasthan is being celebrated on March 03, 2022 at 11:00 AM onwards in the University Auditorium. Dr. Vinay Sahasrabuddhe Ji, Hon'ble President, ICCR and Member of Parliament will be the Chief Guest and Mrs. Diya Kumari Ji, Hon'ble Member of Parliament will be Guest of Honor for the function.

The University will be conferring the prestigious Lifetime Achievement Award to Hon'ble Rajendra Singh Ji, the "Waterman of India" for his immense contribution towards innovative water restoration efforts and improving water scarcity in rural India.

All the Faculty and Staff Members are required to attend the 14th Foundation Day Ceremony and be seated in the Auditorium by 10:45 AM.

This is issued as per the directions of the Competent Authority.


Registrar (i/c)

Copy to:

1. Office of the Vice Chancellor
2. Office of the Registrar / CoE / FO / Librarian
3. All the Deans / HoDs / Officers of the University
4. Office of the Chief Warden / Proctor / DSW
5. All the Faculty Members
6. All the Non-Teaching Staff Members
7. Guard/Dispatch File