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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-II

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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	<p>The Section Officers are incharge of their respective sections and having following powers and duties:</p> <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 returns; to train and advise the staff in relation to office work; to extend full cooperation to all his colleagues and superiors;

S.NO.	NAME OF POST	POWERS AND DUTIES
6	Private Secretary / Personal Assistant	<ul style="list-style-type: none"> • 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 authority for effective execution. v. To attend to emergencies promptly and inform higher authorities promptly. vi. To manage information system for necessary corrective action by higher authorities. vii. Assign the duties of security guards on weekly basis and submit a copy of duty chart to the Controlling Officer/ Reporting Officer. viii. Confirm/ check presence and activities of scheduled

S.NO.	NAME OF POST	POWERS AND DUTIES
		<p>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; • 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.
10	Upper Division Clerk / Lower Division Clerk	<ul style="list-style-type: none"> • 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

S.NO.	NAME OF POST	POWERS AND DUTIES
12	MTS	<ul style="list-style-type: none"> • 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. • 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/E: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	Full powers Upto Rs.100,000/-
		University Engineer	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

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, फैक्स: +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
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Website:<http://www.curaj.ac.in>, Email:info@curaj.ac.in

No. : CURAJ/R/F.83/2016/2886

Date: 22-11-2016

OFFICE ORDER

The university has deployed various non-teaching (technical/non-technical) staff in the academic departments for smooth functioning of academic activities and to take care the administrative work of the concerned departments.

For timely compliance of various statutory and administrative functions/duties, it is essentially required to strengthen the Dean offices with optimal use of skills/talent available in the existing non-teaching (technical/non-technical) staff deployed in the academic departments. In this connection, the following is to inform to all concerned :-

1. The Dean of the concerned school shall ensure the optimal use of deployed non-teaching (technical/non-technical) staff for smooth functioning of laboratories in the respective departments and Integrated programmes.
2. The Dean of the concerned school will be the Reporting Officer for non-teaching staff deployed under the school.
3. The Dean of the concerned school shall ensure the administrative / clerical work of Dean office with the help of existing deployed non-teaching staff by optimum use of their skills.
4. The Dean office shall ensure the following works:
 - (a) timely compliance of various statutory duties/functions as mentioned in the Act, Statues and Ordinances of the University.
 - (b) issue of Notice, circulation of Agenda and Minutes of the School Board meetings.
 - (c) to maintain leave records of sanction of casual leave and restricted holidays of faculty and non-teaching staff.
 - (d) timely submission of leave details of the concerned teaching and non-teaching staff latest by 20th day of every month to enable timely release of monthly salary.
 - (e) any document related to application for employment, orientation/refresher programmes, regular leave or any other administrative/academic matter, shall not be forwarded to the administration without proper recommendation of the Dean concerned.
 - (f) the forwarding of regular leave applications including duty leave, with proper recommendation of the Dean, well in advance for timely administrative sanction.
 - (g) no employee shall proceed on leave without administrative sanction of Competent Authority.
 - (h) timely ensure the follow up action on the resolution passed by the authorities and subsequent submission of action taken reports thereof.
 - (i) supply of information as asked by the concerned officer to timely dispose off the matters related to RTI, grievances and others.
 - (j) proper maintenance of records, files and register related to purchase and maintenance of equipments, articles, consumable/non-consumables items etc.
 - (k) maintenance of proper records of attendance, leave etc. in respect of the students in their concerned departments.
 - (l) submission of proposals for engaging Guest Faculty as per University Guidelines dated 07.09.2016.
 - (m) any other works/responsibilities may be assigned by the Authorities/Vice Chancellor, from time to time.


22/11/16

Continued...

The school-wise deployment of existing non-teaching (technical/non-technical) staff is enclosed herewith. The University is in process to depute some more manpower for strengthening the schools/departments as early as possible.


This issues with the approval of the Competent Authority.


22/11/16
Registrar

Copy for information and necessary action:
All Deans of the Schools of Studies,
Central University of Rajasthan

Central University of Rajasthan
Deployment of Non-teaching (technical/non-technical) Staff

Dean / School / Dean's Office	Departments	Senior Technical Assistant / Technical Assistant / Laboratory Assistant	Attendant / MTS	Remarks / Additional Works
Dr. Sunil G. Naik School of Chemical Sciences & Pharmacy Room No. 18, First Floor, Academic Block (4A4)	Chemistry Pharmacy	Mr. Sharwan Kr. Kumawat, TA Mr. Alok Sharma, LA Mr. Malu Ram Yadav, LA Mr. Satyanarayan Rao, LA	Mr. Dashrath Kr. Sharma,	---
Dr. D. C. Sharma School of Mathematics, Statistics & Computational Sciences Room No. M-104, Second Floor, Academic Block (4A5)	Mathematics, Statistics, Computer Science	*Mr. Balwant Singh Chouhan, TA †Mr. Sanjay Joshi, TA	Mr. Ashish Chaturvedi	* Additional work of School of Education † Additional work of CUCET, Recruitment Cell, and any other work assigned by the ICT (Incharge) and Dean (Academics)
Prof. Pradeep Verma School of Life Sciences Room No. 133, Right Wing, First Floor, Building No. 3	Biotechnology Microbiology Biochemistry	Mr. Avdhesh Vijay, TA Mr. Nisar Chaudhary, TA Mr. Ashish Kr Sharma, LA Mr. Pankaj Kumar Tailor, LA Mr. Giriraj Sharma, LA Mr. Ashish Kr Sharma, LA	Mr. Lekhraj	---
Prof Manish Dev Shrimali School of Physical Sciences Left Wing, SP-3 Building	Physics	Mr. Pushpender Kr. Sharma, TA Mr. Rahul Sharma, TA	Mr. Kheemaram	---
Prof Manish Dev Shrimali School of Earth Sciences Left Wing, SP-3 Building	Environmental Science Atmospheric Science		Mr. Vimal Kumar Jain	---
Prof Manish Dev Shrimali School of Engineering & Technology Left Wing, SP-3 Building	Computer Sc & Engg.	§Mr. Naresh Kr Mangal, TA #Mr. Mohit Jamer, TA	Mr. Satyanarayan Solanki	§ Additional work assigned by the ICT (Incharge) # Additional work of Big Data Analytics programme and assist to Web Administrator


22/11/16
continued...

Dr. M.R. P. Singh School of Commerce & Management Right Wing, SP-1 Building	Management Commerce	**Mr. Rajendra Soni, TA	Mr. Paras Mal Saini	**Additional work of Campus Networks
Dr. Lakshmi Aiyer School of Humanities & Languages Right Wing, SP-1 Building	English Hindi	---	Mr. Anurag Singh Bhati	** Additional assignment of Computer Labs of School of Humanities and Languages
Prof. S.N. Ambedkar School of Social Sciences Room No. 238, Second Floor, Building No. 3	PPLG Economics Social Work CMS	Mr. Nitesh Jain, TA	Mr. Jaswant Singh Mr. Shivji Ram Jat	---
Mrs. Ritu B. Rai School of Architecture Right Wing, Ground Floor, Estate Building	Architecture	^ Mr. Vivek Vyas	Mr. Dilip Kr. Malakar	^ Additional works of Campus Network, Campus Wi-Fi project
Dr. D. C. Sharma Integrated Programmes Right Wing, SP-4 Building	10 Integrated programmes	@ Ms. Jaya Tiwari, TA		@ Additional work of Girls Hostels Networks

Note: Any other works as may be assigned from time to time.

Chart for Duty on Weekend

S.No.	Name of Person1	Days in a Month
1	Miss Jaya Tiwari	All Saturday and / or Sunday
2	Mr. Mohit Jamer and Mr. Rajendra Soni	1 st , 3 rd and 5 th Saturday 2 nd and 4 th Sunday
3	Mr. Balwant Singh Chauhan, Mr. Nitesh Jain	2 nd and 4 th Saturday 1 st , 3 rd and 5 th Sunday

The services of Mr. Naresh Kumar Mangal, Mr. Sanjay Joshi and Mr. Vivek Vyas may be utilized on Closed Holidays as and when required by the ICT (Incharge).


22/11/16

राजस्थान केन्द्रीय विश्वविद्यालय

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

Date: 27.07.2017

No. : CURAJ/R/F.91/2017/1737

OFFICE ORDER

This is notified for information of all concerned the constitution of various Internal Committees for academic year 2017-18 as per provisions of the Central Universities Act, 2009, University Ordinances and Government of India Guidelines, as the case may be, for smooth functioning of various activities in the University.

All the Conveners/Chairman/Chairpersons are requested to ensure proper functioning of the committees, conduct meetings and submit the report of the meetings to the undersigned for favour of taking necessary action.

This is issued with the approval of Hon'ble Vice Chancellor.


Registrar

Encl. : As above

Copy for information and necessary action 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
4. All Deans of the Schools of Studies
5. Office of the Dean of Students' Welfare
6. Office of the Proctor / Chief Warden
7. All Conveners of the Internal Committees
8. All HoDs / Coordinators of Academic Departments
9. Joint Registrar (Finance)
10. Deputy Registrar (Estt.)
11. Public Relations Officer / Assistant Registrar / Hindi Officer /
12. Medical Officer, University Health Centre
13. All Section In-charge
14. All Teaching & Non-teaching Staff
15. Website Administrator – with request to update the University website
16. Guard / Dispatch File

Internal Committees (2017-18)

0



Central University of Rajasthan
Internal Committees (Session 2017-18)

Date: 27 July 2017

PART-A: COMMITTEES AS PER UNIVERSITY ORDINANCES

1. University Building Committee (Refer Ordinance 24):

The University Building Committee for the Academic Session 2017-18 is constituted as under:

The Vice Chancellor (Chairperson)	Vice Chancellor
A Representative of the CPWD/PWD not below the rank of Executive Engineer	Chief Project Manager, CURAJ
A member of Planning Board nominated by Vice Chancellor	Prof. K.L. Sharma
The Finance Officer	Finance Officer
A Representative of User Department	-
Two teachers of the University not below the rank of Professor nominated by the Vice Chancellor	(1) Prof. D.C. Sharma (2) Prof. A.K. Gupta
Head, Department of Civil Engineering, (where it exists),	-
Head, Department of Electrical Engineering, (where it exists) or Principal of Engineering College in the University or from nearby University Engineering College.	Prof. Neeraj Gupta
The University Engineer, or the University Architect or a Government Architect.	Mr. Sultan Singh, University Engineer, Ms. Ritu B. Rai, Associate Professor, Department of Architecture
Member Secretary	Registrar

2. Purchase Committee (Refer Ordinance 25):

The Purchase Committee for the Academic Session 2017-18 is constituted as under:

One of the Deans/Senior most Professor to be nominated by Vice Chancellor (Chairman)	Prof. Supriya Agarwal
The Registrar or his representative	Registrar
The Finance Officer or his representative	Finance Officer
Head of the Department/Institution concerned;	----
Officer in charge of Purchase & Procurement (Secretary)	Joint Registrar (Finance)

3. Sexual Harassment Committee (Refer Ordinance 21):

The Sexual Harassment Committee for the Academic Session 2017-18 is constituted as under:

(A) Apex Body of SPARSH (ABS):

The Chairperson, a women nominated by the Vice-Chancellor, CURAJ from amongst the faculty members.	Prof. Supriya Agarwal
Five members representing various Schools/Departments/Centers of the University of which at least three shall be women.	Ar. Ritu B Rai Dr. Raghu Chitta Dr. Suman Tapryal Dr. Suresh Singh Rathore Dr. Chhabi Rani Panigrahi

Two student's representatives of which at least one be girl student (names to be proposed by Dean, Student Welfare for Vice-Chancellor's approval).	
Two members from the non-teaching staff, of which at least one should be women.	Mr. S. K. Srivastava Ms. Anuradha Mittal
One woman NGO representative	Mrs. Rashmi Chaturvedi, President, Women Rehabilitation Group, Rajasthan
One Woman Counsellor	Dr. Shaizy Ahmed

(B) University Complaints Committee (UCC):

Five (at least three women) teacher representatives.	Dr. Bhumika Sharma Dr. Avantika Singh Dr. Ajit K. Patra Dr. Vidyottama Jain Dr. Neeraj Panwar Dr. Chandra Sekhar Gahan
One non-teaching staff representative of the University.	Ms. Neha Bajaj
One person, with known contribution to women's issues, to be co-opted from outside the University, who could be an NGO representative.	Mrs. Rashmi Chaturvedi, President, Women Rehabilitation Group, Rajasthan
The Chairperson shall be elected from amongst the above-mentioned members who are full time employees of the University.	<i>*To be elected in first meeting of the committee</i>
One Member-Secretary shall also be elected from amongst the above-mentioned members who are full time employees of the University.	<i>*To be elected in first meeting of the committee</i>

4. Games and Sports Committee (Refer Ordinance 49):

The Games and Sports Committee for the Academic Session 2017-18 is constituted as under:

Chairman, appointed by the Vice-Chancellor	Prof. Pradeep Verma
Dean Students' Welfare	Dean, Students' Welfare
Presidents of various Games and Sports Clubs (individual charges to be assigned by the Chairman)	Dr. Raghu Chitta Dr. Ajit Kumar Patra Dr. Tarun Kumar Bhatt Dr. Suman Tapryal Dr. Devesh Sharma Dr. Vishvanath Tiwari Dr. Hemlata Manglani Dr. Jitendra Kumar Singh (Hindi) Dr. Jeevan Kumar Cheruku Dr. Ritu Singh Dr. Vijay Kumar Yadav Dr. Shiv Swaroop Dr. Vipul Kakkar Dr. Deeksha Tripathi Dr. Brijesh Kumar Singh Dr. Partha Roy
One Outstanding Sportsman from among the students on rolls, nominated by the Chairman for a period of one year *	-

Internal Committees (2017-18)

Director of Physical Education, who shall be the <i>Ex-Officio</i> Secretary of the Games and Sports Committee	Mr. Ravi Raj Choudhary
--	------------------------

5. **Employees and Students Grievance Redressal Committee (Refer Ordinance 28):**
The Grievance Redressal Committees for the Academic Session 2017-18 are constituted as under:

(i) **Students Grievance Redressal Committee**

Chairman (to be nominated by the Vice Chancellor)	Prof. D.C. Sharma
3 Representatives of Students' Council. (Names to be proposed by Dean, Student Welfare for Vice-Chancellor's approval). *	
Three Nominees of the Vice Chancellor	Prof. Vipin Kumar Dr. Suman Tapryal Dr. Muzzammil Hussain Mohd.
Dean of Students' Welfare, Member-Secretary	Dean of Students' Welfare
Dean of the School concerned (special invitee)	-

(ii) **Teachers' Grievances Committee:**

A Representative of the Vice Chancellor (Chairman)	Prof. A.K. Gupta
Five representatives from the teachers community representing gender, minority, SC, ST, OBC.	Prof.. S. N. Ambedkar Prof. J. K. Prajapat Dr. Devesh Sharma Dr. Atiq Ahmed Dr. Umesh Gupta
Vice Chancellor's nominee shall be the Secretary to the Committee.	Dr. Jogeswar Panigrahi

(iii) **Non-Teaching Staff Grievances Committee:**

The Chairman to be nominated by the Vice Chancellor.	Prof. Supriya Agrawal
Five representatives from the non-teaching community representing gender, minority, SC, ST, OBC.	Mr. Santosh Kumar Srivastava Mr. Pardeep Kumar (AR) Ms. Pratima Chattraj Mr. Lalit Bhopriya Mr. Jahangeer Kureshi
The Registrar or his nominee shall be the Member Secretary of the Committee.	Registrar

6. **Equivalence Committee for Recognition of Examinations/ Degrees (Refer Ordinance 38):**

The Equivalence Committee for Recognition of Examinations/Degrees for the Academic Session 2017-18 is constituted as under::

Pro-Vice-Chancellor or Senior most Dean (Chairman)	Senior Most Dean
Deans of the Schools (Members)	All remaining Deans
One person nominated by the Academic Council from amongst its members for a period of three years (Member)	Prof. Neeraj Gupta
Controller of Examinations (Member)	Controller of Examinations
Registrar (Secretary/Member)	Registrar

7. **Deans' Committee (Refer Ordinance 42):** Ex-Officio and automatically constituted.
8. **Admission Committee (Refer Ordinance 45):** Constitution of the Admission Committee for the Academic Session for each school has been constituted separately and is available with the Academic Session.
9. **Examination Discipline Committee (Refer Ordinance 54):**
Constitution of the Examination Discipline Committee was already issued vide Office Order No. CURAJ/R/F.77/2015-16/5314 dated March 17, 2016 which is valid upto March 16, 2018.
10. **Central Committee on Residence (Refer Ordinance 27):** Ex-Officio and automatically constituted.
11. **Discipline Committee (Refer Ordinance 47):**
The Discipline Committee for the Academic Session 2017-18 is constituted as under:

Vice-Chancellor's nominee or Pro-Vice-Chancellor	Prof. Neeraj Gupta
Dean Students' Welfare	Dean Students' Welfare
Deans of the Schools	All Deans of the Schools
Warden, who shall be invited, when the matter concerning his/her Hall of Residence is required to be placed before the Committee for consideration	-
Proctor (Member/Secretary)	Proctor

12. **Anti-Ragging Committee (Final)**

Head	Prof. Arun K Pujari, Vice Chancellor
Convener/ Nodal Officer	Prof. L.K. Sharma
Vice-Chancellor nominee	Mr. K. V. S. Kameswara Rao (Registrar)
Faculty Representatives:	Prof. Vipin Kumar (Chief Warden) Dr. Nicholas Lakra Dr. Jeevan Kumar Cheruku Dr. Muzzammil Hussain Mohammad Dr. Shaizy Ahmad Dr. Hemlata Manglani
Student Representative (Senior)	Ms. Sucheta, Research Scholar, Department of English
Student Representative (Junior)	<i>Convener will identify a student from new batch *</i>
Non-teaching Staff Representatives:	Mr. Om Kumar Karn Mr. Saroja Kumar Panda Ms. Pratima Chattraj
Representative of Local Administration	Mr. Madan Lal, SHO, Bandarsindri, Police Station
Representative of Local Media	Mr. Shyam Manohar Pathak, Senior Correspondent, Dainik Bhaskar, Kishangarh
Representative of NGO	Ms. Kshama Kaushik, Rajasthan Mahila Kalyan Mandal, Ajmer
Parent's Representatives	<i>*Names will be incorporated after receiving nominations</i>

- 13. Anti-Ragging Squad (Final)**
1. Proctor
 2. Chief Warden
 3. Dean Student Welfare (DSW)
 4. Security Officer
 5. Dr. S. Kandasamy
 6. Dr. Ruchi Malik
 7. Dr. Jeevan Kumar Cheruku
 8. Dr. Jagadeesh Kakarla
 9. Warden of Concerned Hostel

14. Special Cell for SC/ST

Convener	Prof. S.N. Ambedkar
Members	Dr. Suman Tapryal Dr. Mahendra Saha Dr. C. Jeevan Kumar Dr. Alok Kumar Dr. M. Bhanuchandra
Member Secretary	Dr. Kiran K. Tejavath
Liaison officer for SC/ST (nominated by the Vice Chancellor)	Dr. Anand Kumar
Liaison officer for OBC (nominated by the Vice Chancellor)	Dr. Vijay Kumar Prajapati

Functions: The special cell for SC/ST will perform such function and duties as per instructions/ guidelines issued by the UGC/ Govt, of India, from time to time.

The University is in process to submit a proposal to the UGC to establish cell for SC/ST as per XII Plan guidelines prescribed by the UGC in case of Central funded institutions.

15. Annual Report Committee

Convener	Prof. Supriya Agarwal
Co-Convener	Prof. Neeraj Gupta
	Dr. Vijayakumar M.
	Mr. Om Kumar Karn
Content Collection / Formatting	Dr. Bhumika Sharma Dr. Umesh Gupta Dr. Suresh Singh Rathore Dr. Vijay Kumar Prajapati Dr. Jai Prakash Tripathi
Design, Page setting	Dr. Pankaj Goyal Dr. Devesh Sharma Dr. Mamata Khandal Mr. Ved Prakash Dr. Girish Chandra Tewari
Logistics	Mr. Santosh K Srivastava Ms. Anuradha Mittal Mr. Saroja Kumar Panda

Functions:

- Prepare Annual Report and Annual Magazine, Annual Audit Report in English and Hindi both.
- E-Brochure, Placement and Admission brochure, Prospectus *etc.*

16. Committee for NSS/NCC Activities

Chairperson	Prof. Someshwar Das
Convener	Dr. Hemlata Manglani
Members	Dr. Gyana Ranjan Panda Dr. Pramod Kumar Naik Dr. Deeksha Tripathi Dr. Krishna Kumar Mohbey Dr. Arvind Pandey

Functions:

- Correspondence with concerned departments for establishment of NSS/NCC units.
- Organizing camps like social service camp, blood donation camp, etc. for the students
- Plantation and Cleanliness in University premises.

17. Departmental Committee

Chairman	Head of the Department
Members	All Faculty members of the respective department
Two Faculty members from other departments, to be nominated by the Vice Chancellor	To be constituted for each Department
One External members to be nominated by the Vice Chancellor	
One Student of the department as observer	

Functions:

All the academic activities of the department will be handled by the Departmental Committee / Council including attendance, evaluation, invitation to the guests and visiting faculty members, student seminars, time table, electives *etc.* and all other items concerning to the department which should be placed in the School Board. This Committee deliberates at department level, different matters that requires approval at School Board (does not exist for unitary schools).

18. Placement and Career Counselling Cell

All activities related to placement and summer training, to establish Placement Cell. The Advisory Committee should meet atleast once in a semester. The Placement Committee should meet regularly to monitor progress of the placement activities.

Advisory Committee	Dean, School of Mathematics, Statistics & Computational Sciences
	Dean, School of Commerce & Management
	Dean, School of Architecture
	Dean, School of Earth Sciences
Placement Committee	Prof. J.K. Prajapat
	Dr. Sanjay Kumar Garg (Management)
	Mr. Ravi Saharan
	Dr. Avantika Singh
	Dr. Devesh Sharma
	Dr. Janmejy Pandey
	Dr. Devesh Madhukar Sawant
	Dr. Kaiser Raza
Dr. Jagadeesh Kakarla	

19. ICT Cell

The following Committees for the Academic Session 2017-18 are constituted as under:

Apex Body	Vice Chancellor
	Dr. Manish Dev Shrimali
	Mr. K.V.S. Kameswara Rao
	Mr. Ravi Saharan
Hardware and Software Committee	-----
	Mr. Ravi Raj Choudhary
Surveillance Committee	Mr. Ravi Saharan
	Mr. Gaurav Meena
	Dr. Karan Verma
Network/Wi-Fi Committee	Dr. Naga Raju Aitha
	Dr. Karan Verma

Website Committee	Dr. Jagadeesh Kakarla
	Dr. Krishna Kumar Mohbey
	Mr. Mohit Jamer, Mr. Nitesh Jain will assist the committee

E-mail – Management Committee	Mr. Ravi Raj Choudhary
	Dr. Chhabi Rani Panigrahi
	Mr. Mohit Jamer, Mr. Nitesh Jain will assist the committee

Functions:

- Website development
- Uploading and upgrading of information on University Website every week in consultation with Registrar and Dean (Academics)
- Collection and implementation of suggestions for University website.
- Prepare Website in both English and Hindi.
- Operating Grievances Redressal Portals

20. Cultural Committee –

Convener	HOD, Culture Media & Studies
Members of different clubs	Mrs. Ritu Bhargava Rai
	Dr. Vidyottama Jain
	Dr. Mahendra Saha
	Dr. Hemlata Manglani
	Mr. Pranta Pratik Patnaik
	Dr. Partha Roy
	Dr. Nicholas Lakra
	Dr. Chandra Sekhar Gahan
Mr. Ved Prakash	

Each club will determine the student representatives.

21. Innovation Cell

Convener	Prof. Someshwar Das
Members	Dr. Easwar Srinavasan
	Dr. Subrat Kumar Panda
	Dr. Devesh Sharma
	Dr. Tarun Kumar Bhatt
	Dr. Jay Kant Yadav

Internal Committees (2017-18)

7

22. **Committee for Assisting Recruitment Process**

Members	Prof. Manish Dev Shrimali
	Prof. Pradeep Verma
	Dr. Jogeswar Panigrahi
	Hindi Officer (Secretary) Non Member

23. **House Allotment Committee**

Convener	Prof. Supriya Agarwal
Members	Prof. J. K. Prajapat
	Dr. Anand Kumar
	Mr. Santosh Kumar Srivastava (Not from campus)
	Mr. Manoj Kumar Indoria
-	-

24. **Kendriya Vidyalaya Enabling Committee**

Kendriya Vidyalaya Enabling Committee is constituted to interact with Kendriya Vidyalaya Sangathan to ensure smooth initiation of Kendriya Vidyalaya in this Academic Year (2017-18):

Chairman	Prof. Pradeep Verma – Chairman
Members*	Dr. Hari Singh Parihar, Deputy Registrar
	Dr. Anand Kumar, Assistant Professor
	Dr. Ajit Patra, Assistant Professor

25. **Nodal Committee for NAD:**

The Nodal Committee for NAD for the Academic Session 2017-18 is constituted as under:

	Dr. Jogeswar Panigrahi
	Dr. Devesh Madhukar Sawant
	Dr. Devesh Sharma
	Assistant Registrar (Academics)

26. **Committee for SWAYAM PRABHA:**

The Committee for SWAYAM PRABHA for the Academic Session 2017-18 is constituted as under:

	Librarian
	Public Relation Officer

27. **Library Advisory Committee**

Library Advisory Committee for the academic year 2017-18 for smooth functioning of activities of the University Library is constituted as under.

Vice – Chancellor	Prof. Arun K Pujari (Ex-officio Chairman)
Dean (Academics)	Ex-Officio
Professor	Prof. Supriya Agarwal (Member)
Professor	Prof. J.K. Prajapat (Member)
Associate Professor	Dr. Maithili R. P. Singh (Member)
Associate Professor	Dr. Chandi Charan Mandal (Member)
Assistant Professor	Dr. Sanjay Kumar (Member)

Registrar	Mr. K.V. S. Kameswara Rao (Member)
Finance Officer	Mr. D.K. Agarwal (Member)
Librarian	Dr. Vijayakumar M. (Ex - Officio Member Secretary)


(K V S Kameswara Rao)
Registrar

Note:

1. Other Committees will be constituted as and when need arises.
2. The convener of the respective Committee may involve temporary/contractual faculty for activities considering their special interest/achievements in the relevant fields as per requirement.

* - To be incorporated / notified after receiving names from the concerned.

राजस्थान केन्द्रीय विश्वविद्यालय

(संसद के अधिनियम के तहत स्थापित केन्द्रीय विश्वविद्यालय)

राष्ट्रीय राजमार्ग-8, बांदरसिन्दरी, किशनगढ़ - 305817

जिला-अजमेर (राजस्थान) भारत

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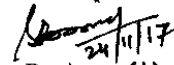
No.: CURAJ/R.F.94/2017/3421

Date 24 NOV 2017

OFFICE ORDER

With reference to office order no. CURAJ/R.F.91/2017/1737 dated 27.07.2017 regarding constituting various Internal Committee (Academic Session 2017-18), it is hereby informed that Shri Rajpal Singh Rewar, Security Officer, has been included as Member of Surveillance Committee (Committee No. 19: ICT Cell) at Central University of Rajasthan.

This issues with the approval of the Competent Authority.


24/11/17
Registrar (1/4)

C.C. to (for information and necessary action):

1. Office of the Vice Chancellor
2. All Deans of the School of Studies
3. Office of the Dean (Academics) / Dean (Research) / Dean of Students Welfare
4. Office of the Finance Officer / Controller of Examinations / Librarian
5. Office of the Proctor / Chief Warden
6. All Concerned:
7. Shri Rajpal Singh Rewar, Security Officer, CURaj.
8. All HoDs of the Academic Departments
9. All Officers / Sections Incharge
10. Administrator (webadmin@curaj.ac.in) – with request to update the University website
11. Guard / Despatch File

राजस्थान केन्द्रीय विश्वविद्यालय

(संसद के अधिनियम के तहत स्थापित केन्द्रीय विश्वविद्यालय)
राष्ट्रीय राजमार्ग-8, बांदरसिन्द्री, किशनगढ़-305817
जिला-अजमेर (राजस्थान) भारत
दूरभाष (का.): +91-1463-238755, फ़ैक्स: +91-1463-238722
वेबसाइट: <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/R/F.100/2018/ 1418

Date: 10 JUL 2018

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2018-19)

It is hereby notified for information of all concerned that the Annual Reoprt Committee for session 2018-19 at Central University of Rajasthan, is hereby constituted consisting of the following:


Annual Report Committee

Steering Committee (Annual Report)	Prof. Supriya Agarwal
	Dr. Pankaj Goyal
	Dr. Jagdish Ulhas Jadhav
	Dr. Subhasis Bhadra
	Mr. Santosh Kumar Srivastava
	Dr. Hari Singh Parihar
	Dr. Kaiser Raza
	Mr. Saroja Kumar Panda
Mr. Om Kumar Karn	

Individual Sub Committees

Printing Logistic	Mr. Santosh Kumar Srivastava (Convener)
	Dr. Bhumika Sharma
	Dr. Sanjay Kumar (Management)
	Dr. Nidhi Pareek
	Ms. Anuradha Mittal
Chapter 1-4	Dr. Subhasis Bhadra (Convener)
	Dr. Ved Prakash
	Dr. Vipul Kakkar
	Dr. Jayendra Nath Shukla
Chapter 5-7	Dr. Jagdish Ulhas Jadhav (Convener)
	Dr. Jay Kant Yadav
Chapter 8-9	Dr. Pawan Kumar Dadheech (Convener)
	Dr. Pankaj Goyal
	Dr. Anuj Kumar Sharma
	Dr. Subrat Kumar Panda
Chapter-10 and other parts	Dr. Kaiser Raza (Convener)
	Dr. Ram Kishor
	Dr. Shiv Swaroop
Chapter 11-12	Dean (Research) or his Nominee (Convener)
	Dr. Devesh Sharma
	Dr. Vijay Kumar Prajapati
Annual Accounts (English)	Prof. D.C. Sharma (Convener)
	Sh. D. K. Aggarwal, FO
	Mr. Santosh Kumar Srivastava
Gender Audit Report/SPARSH/UCC	Dr. Neha Arora (Convener)
	Dr. Shaizy Ahmed
	Dr. Devesh Madhukar Sawant
Hindi Version/Translation	Dr. Hari Singh Parihar (Convener)
	Dr. Mamata Khandal
	Dr. Suresh Singh Rathore
	Mr. Om Kumar Karn

This issues with the direction of the Competent Authority.


Registrar 7/18

To: All concerned

राजस्थान केन्द्रीय विश्वविद्यालय

(संसद के अधिनियम के तहत स्थापित केन्द्रीय विश्वविद्यालय)
राष्ट्रीय राजमार्ग-8, बांदरसिन्द्री, किशनगढ़-305817
जिला-अजमेर (राजस्थान) भारत
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वेबसाइट: <http://www.curaj.ac.in>, ईमेल: info@curaj.ac.in



Central University of Rajasthan

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

No. : CURAJ/R/F.100/2018/1417

Date: 10 JUL 2018

OFFICE ORDER (INTERNAL COMMITTEE: SESSION 2018-19)

It is hereby notified for information of all concerned that the **Digital Learning and Monitoring Cell** for session 2018-19 at Central University of Rajasthan, is hereby constituted consisting of the following:

Digital Learning and Monitoring Cell:

Advisor	Dean Academics
Convener	Librarian
Members	Dr. Anjali Sharma Dr. Ajit Kumar Patra Dr. Umesh Gupta
Social Network	Dr. Krishna Kumar Mohbey

This issues with the direction of the Competent Authority.


Registrar

To: All concerned

CENTRAL UNIVERSITY OF RAJASTHAN

No. CURAJ/R/F. 111/2019-20/1139

Date: June 25, 2019

OFFICE ORDER

The following faculty members are required to assist Chairman, Central Admission Committee for the Counselling-cum-Admission Process for the Academic Session 2019-20:

1. Dr. C. S. Gahan
2. Dr. Vidyottama Jain
3. Dr. Rajneesh Verma

These faculty members should report the Chairman, Admission Committee / Dean (Research) immediately and should be there upto the completion of the Admission Process.



REGISTRAR

Copy for information & necessary action to: -

1. Office of the Vice Chancellor
2. Office of the Registrar / COE / FO
3. Office of the Dean Research / Academics
4. Chairman Admission Committee
5. All Deans of Schools of Studies
6. All Heads of Academic Departments
7. All concerned members
8. Establishment Section
9. Guard File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.11/2019/1420

Date: 12.07.2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Campus Plantation & Landscaping Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Campus Plantation & Landscaping Committee -

Chairperson	Dr. Easwar Srinivasan
Members	Prof. Jagdish Ullas Jadhav
	Dr. Garima Kaushik
	Dr. Jay Kant Yadav
	Dr. Kiran Kumar Tejavath
	Dr. Rajeev M.M.
	Executive Engineer or his Nominee

The term of the committee is for one year from July 1, every year. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar 12/7/19

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.II/2019/1421

Date: 12.07.2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Campus Amenities Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Campus Amenities Committee -

Convener	Prof. D.C. Sharma
Members:	Sh. Dinesh Kumar Aggarwal (FO)
	Prof. Pawan Kumar Dadheech
	Dr. Subhasis Bhadra
	Dr. Arvind Pandey
	Mr. Manoj Kumar Indoria (AR)

The term of the committee is for one year from July 1, every year. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Anti-Ragging Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Anti-Ragging Committee:

Head	Prof. Arun K Pujari, Vice Chancellor
Convener/ Nodal Officer	Proctor (Ex-Officio)
Vice-Chancellor nominee	Mr. K. V. S. Kameswara Rao (Registrar)
Faculty Representatives:	Chief Warden Prof. Vipin Kumar Dr. S. Kandasamy Dr. Anjali Sharma Mr. Ravi Saharan Dr. Narendra Kumar Dr. Mohd. Hussain Kunroo
Student Representative (Senior)	Convener to identify student representatives
Student Representative (Junior)	Convener to identify student representatives
Non-teaching Staff Representatives:	Mr. Om Kumar Karn Mr. Saroja Kumar Panda Ms. Pratima Chattraj
Representative of Local Administration	Mr. Indra Singh Rathore, SHO, Bandarsindri, Police Station
Representative of Local Media	Mr. Shyam Manohar Pathak, Senior Correspondent, Dainik Bhaskar, Kishangarh
Representative of NGO	To be given by other members
Parent's Representatives	*Names will be incorporated after receiving nominations

The term of the committee is for one year from July 1, every year. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



OFFICE ORDER
(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Discipline Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Discipline Committee (Refer Ordinance 47):

Vice-Chancellor's nominee or Pro-Vice-Chancellor	Prof. Neeraj Gupta
Dean Students' Welfare	Dean Students' Welfare
Deans of the Schools	All Deans of the Schools
Warden, who shall be invited, when the matter concerning his/her Hall of Residence is required to be placed before the Committee for consideration	-
Proctor (Member/Secretary)	Proctor

The term of the committee is for one year from July 1, 2019 every year. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.

[Handwritten Signature]
Registrar 15/7/19

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F. 11/2019/ 1465

Date: 15.07.2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Purchase Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Purchase Committee (Refer Ordinance 25):

One of the Deans/Senior most Professor to be nominated by Vice Chancellor (Chairman)	Prof. Pradeep Verma
The Registrar or his representative	Registrar
The Finance Officer or his representative	Finance Officer
Head of the Department/Institution concerned	----
Officer in charge of Purchase & Procurement (Secretary)	Assistant Registrar - I

The term of the Committee is for one year from July 1, 2019 every year. On expiry of the term, the Committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.

To: All concerned


Registrar 15/7/19



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.MR/2019/1510

Date: 17 JUL 2019

OFFICE ORDER


(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Consultancy-IPR-Patent-Plagiarism Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Consultancy-IPR-Patent-Plagiarism Committee:

Prof. Vipin Kumar (Chairperson)
Members:
<ul style="list-style-type: none">• Dr. VijayKumar M. (Librarian)• Prof. Amit Kumar Goyal• Dr. Subhasis Bhadra• Dr. Avantika Singh• Dr. Suman Tapryal• Dr. Vijay Kumar Prajapati• Dr. Chandra Sekhar Gahan• Dr. Kaiser Raza• Mrs. Sobhagyawati Gupta (Asst. Librarian)

This issues with the direction of the Competent Authority.


for Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1511

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the Committee for **SWAYAM PRABHA (A Govt. of India scheme to provide teaching material through DTH Channels)** for session 2019-20 at Central University of Rajasthan, is hereby constituted, consisting of the following:

COMMITTEE FOR SWAYAM PRABHA:

Convener	Dr. Vijayakumar M. (Librarian)
Members	Dr. Suresh Singh Rathore
	Dr. Narendra Kumar
	Public Relations Officer (PRO)

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


for Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1512

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

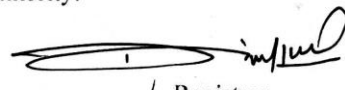
It is hereby notified for information of all concerned that the **Library Advisory Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted, consisting of the following:

Library Advisory Committee:

- Vice Chancellor – Chairman (*Ex-Officio*)
- Dr. VijayKumar M.
- Prof. Supriya Agarwal
- Prof. S.N. Ambedkar
- Prof. Jugal Kishor Prajapat
- Prof. Chandi Charan Mandal
- Prof. Amit Kumar Goyal
- Dr. Manas Kumar Patra
- Dr. Mamata Khandal
- Dr. Chandrakanta Dash
- Assistant Librarian – I (Co-opted)
- Assistant Librarian – II (Co-opted)

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


+ Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1513

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Liaisoning Committee** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:


Aim: To liaison with regulatory bodies like AICTE/PCI/NCTE/ACI/CoA. The Committee will be responsible on all matters pertaining to AICTE, NCTE, PCI, ACI, CoA (and any other similar bodies) and to provide on time responses to any query from these bodies. Administrative support will be provided by the office of Dean (Academics).

Liaisoning Committee:

Dean (Academic) : Chairperson (<i>Ex-Officio</i>)
Members:
Prof. Praveen Sahu
Ms. Ritu B Rai
Dr. Sanjay Kumar (Garg)
Mr. Ravi Saharan
Mr. Gaurav Meena
Dr. Ruchi Malik
Dr. Narendra Kumar

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F112/2019/1514

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)


It is hereby notified for information of all concerned that the **Recruitment Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Recruitment Committee:

Chairman	Prof. Manish Dev Shrimali
Members	Prof. Vipin Kumar
	Dr. Deepesh Bhati
	Dr. Neha Arora
	Dr. Garima Kaushik
	Dr. Kiran Kumar Tejavath

The Joint Registrar-I / Assistant Registrar-II will extend administrative support and will be co-opted.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1515

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Three Year M.Sc. – B.Ed. Integrated Programmes Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Three Year M.Sc. – B.Ed. Integrated Programmes Committee:

Chairperson	Prof. D. C. Sharma
Members	Dr. Anjali Sharma, Head, Department of Education
	Dean, School of Physical Sciences
	Dean, School of Chemical Sciences and Pharmacy
	Dean, School of Mathematics, Statistics & Computational Sciences

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.I.R/2019/1516

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information all concerned that the **Transport Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Transport Committee:

Chairperson	Dr. Amit Chakraborty
Members	Dr. Deepesh Bhati
	Dr. Muzzammil Hussain M.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/FIR/2019/1517

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)


It is hereby notified for information of all concerned that the **Consultancy Policy & Implementation Committee** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Consultancy Policy & Implementation Committee:

Chairperson	Prof. Vipin Kumar
Members	Dean (Research) Ms. Ritu B. Rai Dr. Avantika Singh Dr. Atiq Ahmed Dr. Muzzammil Hussain Mohammad

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.1122019/1518

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)


It is hereby notified for information of all concerned that the **CUCET Committee** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

CUCET Committee:

National Coordinator	Prof. Manish Dev Shrimali
Nodal Officer	Dr. Utpal K Debnath

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


to Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F/112/2019/1519

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Placement Committee** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Placement Committee:


Incharge	Dr. S. Kandasamy
Members	Dr. Sanjay Kumar (Garg)
	Mr. Ravi Saharan
	Mr. Sunil Sharma
	Dr. Kaisar Raza
Placement (Secretary)	Mr. Swayam Prakash

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the Committee may be reconstituted or be extended for at most one more year.

The Placement Committee will be responsible for arranging placement sessions for the graduating students, organizing soft-skill training programmes and publishing placement brochures.

At the end of term, the Committee shall submit a detailed activity report to be placed in the Executive Council and a brief report for inclusion in the Annual Report of the year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/FIR/2019/1520

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **NSS Committee** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

NSS Committee:

Chairperson	Dr. Hemlata Manglani Assistant Professor (Economics)
Members	Dr. Ruchita Verma, Assistant Professor (Commerce) Dr. Vishvanath Tiwari, Assistant Professor (Biochemistry) Dr. Rajeev M.M., Assistant Professor (Social Work) Dr. Satyanarayanamurty Dogga, Assistant Professor (Economics) Dr. S. Thangminlal Vaiphei, Assistant Professor (Biotechnology) Dr. Thirumoorthi Ramalingam, Assistant Professor (Chemistry) Dr. Jony Saha, DST INSIPRE Faculty (Chemistry) Dr. Dhaneswar Prusty, UGC Asst. Prof. under UGC-FRP (Biochemistry)

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



No. : CURAJ/R/F. 112/2019/1521

Date: 7 JUL 2019

OFFICE ORDER
(INTERNAL COMMITTEE: SESSION 2019-20)


It is hereby notified for information of all concerned that the **Games and Sports Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted, consisting of the following:

Games and Sports Committee (Refer Ordinance 49):

Chairman, appointed by the Vice-Chancellor	Prof. D. C. Sharma
Dean Students' Welfare	Dean, Students' Welfare (Prof. Praveen Sahu)
Presidents of various Games and Sports Clubs (individual charges to be assigned by the Chairman)	Dr. Suman Tapryal Dr. Tarun Kumar Bhatt Dr. Mahendra Saha Dr. Alok Kumar Dr. Vijay Kumar Yadav Dr. Vipul Kakkar Dr. Krishna Kumar Mohbey Dr. Brijesh Kumar Singh Dr. Partha Roy Dr. Shivaji Chobe Vilas
One Outstanding Sportsman from among the students on rolls, nominated by the Chairman for a period of one year*	Committee to identify
Director of Physical Education, who shall be the Ex-Officio Secretary of the Games and Sports Committee	Dr. Vishvanath Tiwari

This issues with the direction of the Competent Authority.

To: All concerned


 Registrar



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F/12/2019/1522

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Cultural Committee** for session 2019-20 at Central University of Rajasthan is hereby constituted. consisting of the following:

Cultural Committee:

Chairperson	Dr. Subhasis Bhadra
Members	Dr. Anjali Sharma Dr. Neha Arora Dr. Vidyottama Jain Dr. Mahendra Saha Dr. Pranta Pratik Patnaik Dr. Ved Prakash

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This Committee is responsible for planning and organizing cultural events and preparing teams for participation in different external competitions. The Committee in its first meeting (to be held between July 15 to August 10, 2019) shall work out a cultural calendar and possible budget.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/FA/2019/1523

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Teaching & Learning Centre Coordination Committee** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Teaching & Learning Centre Coordination Committee:

Dy. Director	Dr. Ajit Kumar Patra
Members	Mrs. Ritu B. Rai Dr. Anjali Sharma Mr. Vivekanand Tiwari Dr. Umesh Gupta Dr. Krishna Kumar Mohbey

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.12/2019/1524

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **SWAYAM (A Govt. of India portal for Free online courses)** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

SWAYAM (A Govt. of India portal for Free online courses):

Convener	Dr. Umesh Gupta
Members	Dr. Jeevan Kumar Cheruku Dr. Gobind Singh Mr. Pardeep Kumar, A.R. (Purchase)

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1525

Date: 17 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the Committee for **Health Facility (Health Centre)** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Committee for Health Facility (Health Centre):

Chairman	Prof. Amit Kumar Goyal, Department of Pharmacy
Members	Medical Officer Medical Officer (W) Dr. Suman Tapryal Dr. Atiq Ahmed Dr. Kaiser Raza Dr. Chobe Shivaji Vilas Dr. Meenakshi

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the Committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/FAIR/2019/1617

Date: 25 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)


It is hereby notified for information of all concerned that the **Digital Learning and Monitoring Cell** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Digital Learning and Monitoring Cell:

Advisor	Dean (Academics)
Convener	Librarian (Dr. Vijayakumar M.)
Members	Dr. Ajit Kumar Patra Dr. Anjali Sharma Dr. Umesh Gupta
Social Network	Dr. Krishna Kumar Mohbey

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar 25/7/19

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/FAIR/2019/1618

Date: 25 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Tender Committee (Purchase)** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Tender Committee (Purchase) :

Chairperson	Prof. Praveen Sahu, Department of Commerce
Members	Mr. S.K. Srivastava, Joint Registrar – I
	Mr. Sultan Singh, Executive Engineer
	Dr. Easwar Srinivasan, Department of Chemistry
	Dr. Jay Kant Yadav, Department of Biotechnology
	Dr. Sanjay Kumar Patel, Department of Commerce
	User Representative to be coopted

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the Committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar 25/7/19

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/FAIR/2019/1644

Date: 26 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)


It is hereby notified for information of all concerned that the **Tender Committee for Estate (Works)** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Tender Committee for Estate (Works):

Chairperson	Prof. Neeraj Gupta
Members	Sh. D. K. Aggarwal, Finance Officer (Ex-Officio)
	Mrs. Ritu B. Rai, Dean, School of Architecture
	Prof. Praveen Sahu, Chairman of Tender Committee (Purchase)
	Mr. Sultan Singh, Executive Engineer
	Dr. Pranta Pratik Patnaik

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the Committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar 26/7/19

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.IR/2019/1653

Date: 29 JUL 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Teaching & Learning Centre Coordination Committee** for session 2019-20 at Central University of Rajasthan is hereby re-constituted, consisting of the following:

Teaching & Learning Centre Coordination Committee:

Director	Dr. Ajit Kumar Patra
Dy. Director	Dr. Umesh Gupta
Members	Mrs. Ritu B Rai Dr. Krishna Kumar Mohbey Dr. Govind Singh

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This supersedes the previous Office Order No. CURAJ/R/F.112/2019/1523 dated 17.07.2019.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F112/2019/1667

Date: 30 JUL 2019

EMail

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Special Cell for SC/ST** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Special Cell for SC/ST:

1. Convener	
2. Liaison officer for SC/ST (nominated by the Vice Chancellor)	Prof. S.N. Ambedkar
3. Liaison officer for OBC (nominated by the Vice Chancellor)	Dr. Ajit K Patra
4. Members	Dr. Suman Tapryal Dr. Mahendra Saha Dr. C. Jeevan Kumar Dr. Alok Kumar Dr. M. Bhanuchandra
5. Member Secretary	Dr. Kiran Kumar Tejavath

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

Functions: The Special Cell for SC/ST will perform such functions and duties as per instructions/ guidelines issued by the UGC/ Govt, of India, from time to time.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned

राजस्थान केन्द्रीय विश्वविद्यालय

(संसद के अधिनियम के तहत स्थापित केन्द्रीय विश्वविद्यालय)
राष्ट्रीय राजमार्ग-8, बांदरसिन्दरी, किशनगढ़-305817
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वेबसाईट: <http://www.curaj.ac.in>, ईमेल: info@curaj.ac.in



Central University of Rajasthan

(A Central University by an Act of Parliament)
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District - Ajmer (Rajasthan) INDIA
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Website:<http://www.curaj.ac.in>. Email:info@curaj.ac.in

No. CURAJ/R/F.112/2019/ 1682

Date: 31.07.2019

OFFICE ORDER

(INTERNAL COMMITTEE : SESSION 2019-20)

It is hereby notified for information of all concerned that the **Central University of Rajasthan Student Grievance Redressal Committee (CURAJ-SGRC)** for session 2019-20 at university level is hereby constituted, consisting of the following:

a)	Pro-Vice Chancellor / Dean / Senior Professor of Institution – Chairperson;	Prof. Neeraj Gupta
b)	Dean of students/Dean, Students Welfare – Member;	Prof. Praveen Sahu, DSW
c)	One senior academic, other than the Chairperson – Member;	Prof. S. K. Panda
d)	Proctor/Senior academic – Member;	Prof. Amit Kumar Goyal, Proctor
e)	A representative from among students of the Institute to be nominated by the Vice Chancellor based on academic merit / excellence in sports / performance in co-curricular activities – Special Invitee.	Ms. Shivanshi Sharma 2018IMSBC021

- (i) The quorum for the meetings of the CURAJ-SGRC, including the Chairperson, but excluding the special invitee, shall be three.
- (ii) In considering the grievances before it, the CURAJ-SGRC shall follow principles of natural justice.
- (iii) The CURAJ-SGRC shall send its report with recommendations, if any, to the Vice Chancellor, along with a copy thereof to the aggrieved student, within a period of 15 working days from the date of receipt of the grievance.

This supersedes the previous Office Order No. CURAJ/R/F.112/2019/1648 dated 26.07.2019.

This issues with the direction of competent authority


Registrar

To

All Concerned.



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F/12/2019/1700

Date: 11 AUG 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Committee for ICT Cell** for session 2019-20 at Central University of Rajasthan, is hereby re-constituted consisting of the following:

ICT Cell:

	Dr. Ajit Kumar Patra (I/c)
	Dr. Deepesh Bhati (NAD Coordinator)
	Dr. Naga Raju Aitha (Computer Networking)
	Mr. Ravi Saharan (Surveillance)
	Mr. Ravi Raj Choudhary (Email)
	Dr. Krishna Kumar Mohbey (Web Adm/ID Cards)
NAD	Dr. Deepesh Bhati (Coordinator)
	Dr. Kaisar Raza
	Dr. Subrat Kumar Panda
	ICT Cell (I/c)
	Nominee of CoE
Email Admin	Mr. Ravi Raj Choudhary (Coordinator)
	Dr. Arvind Pratap Singh
	Dr. Ram Kishor
Semester Reg. Card	Dr. Krishna Kumar Mohbey (Coordinator)
	Dr. Arvind Pandey
	Dr. Vijay Kumar Yadav
Campus Surveillance	Mr. Ravi Saharan (Coordinator)
	Mr. Gaurav Meena
	Dr. Jeevan Kumar Cheruku
	Dr. Devesh Madhukar Sawant
	Security Officer
Campus Networking	Dr. Naga Raju Aitha (Coordinator)
	Mr. Gaurav Meena
	Dr. Jeevan Kumar Cheruku
	Security Officer
Web Admin	Dr. Krishna Kumar Mohbey (Coordinator)
	Dr. Vijay Kumar Prajapati
	Dr. Vipul Kakkar

The term of the Committee is for one year from July 1st, 2019. On expiry of the term, the Committee may be re-constituted or be extended for at most one year.

This issues with the direction of the Competent Authority.

To: All concerned


Registrar 01/08/19



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1731

Date: 02/08/2019

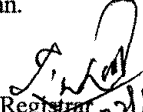
OFFICE ORDER

Sub. : Constitution of the House Allotment Committee

As per Clause 4 of the Rules for Allotment of Residences (Houses) in Central University of Rajasthan, the House Allotment Committee is hereby constituted by the Vice Chancellor, consisting of the following:

a.	One Professor as Chairperson	Prof. Supriya Agarwal, Professor, Department of English
b.	One Associate Professor chosen in order of seniority by rotation from among the Associate Professors residing in campus	Dr. Pankaj Goyal, Associate Professor, Department of Biotechnology
c.	One Assistant Professor chosen in order of seniority by rotation from among the Assistant Professors residing in campus	Dr. Anand Kumar, Assistant Professor, Department of Mathematics
d.	One Officer chosen in order of seniority by rotation from among the Officers residing in campus	Mr. Santosh Kumar Srivastava, Joint Registrar- I (Estt.), (not from campus)
e.	One employee from Group B and C nominated by the Vice-Chancellor	Mr. Manoj Kumar Indoria, Assistant Registrar - IV
f.	One representative of SC/ST/OBC/Minority nominated by the Vice-Chancellor	Dr. Krishna Kumar Mohbey, Assistant Professor, Department of Computer Science

The tenure, quorum and functions of the committee shall be as defined in the Rules for Allotment of Residences (Houses) in Central University of Rajasthan.


Registrar 02/08/19

Copy to (for information/necessary action):

1. Office of Hon. Vice Chancellor
2. Office of the Finance Officer / Controller of Examinations / Librarian
3. All Deans of the Schools of Studies
4. Office of the Dean (Academics) / Dean (Research) / Dean of Students Welfare
5. Office of the Chief Warden / Proctor
6. All HoDs of Academics Departments/Coordinators
7. All Officers & Section Incharge
8. All Teaching & Non-teaching Employees
9. All Concerned Committee Members.....

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, फैक्स: +91-1463-238722
वेबसाइट: <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/R/F.112/2019/1863

Date 09.08.2019

NOTIFICATION

It is hereby notified for the information of all concerned that Hon'ble Vice Chancellor has constituted a Central Committee on Residence under the provisions of the University Ordinance 27 "Conditions of Residence of the Students of the University" to supervise and control of the Hall of Residence (Hostels) in the University. The Committee will consist of the following members:

1.	Prof. Praveen Sahu, Dean (Students' Welfare)	Member
2.	Prof. Pawan K. Dadheech, Chief Warden	Member
3.	Prof. D.C. Sharma, Chairman, Games & Sports Committee	Member
4.	Dr. Anjali Sharma, Additional Chief Warden	Member
5.	Dr. Narendra Kumar, Warden	Member
6.	Dr. Jai Prakash Tripathi, Warden	Member

The term and functions of the Central Committee shall be as prescribed by the University Ordinances.

This issues with the approval of the Competent Authority.


Registrar

Copy to (for information & necessary action):

1. Office of Hon'ble Vice Chancellor
2. Office of the Registrar/Finance Officer/Controller of Examinations/Librarian
3. Office of the Dean (Academics)/Dean (Research)/DSW/Proctor
4. Office of the Chief Warden/All Wardens
5. All Officers & Section In-charge
6. All Concerned (Sr. No. 1 to 6)
7. Web Admin – with request to update the University website
8. Guard/Dispatch File

राजस्थान केन्द्रीय विश्वविद्यालय

(संसद के अधिनियम के तहत स्थापित केन्द्रीय विश्वविद्यालय)
राष्ट्रीय राजमार्ग-8, बांदरसिन्दरी, किशनगर-305817
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Website: <http://www.curaj.ac.in>, Email: info@curaj.ac.in

No.: CURAJ/R/F.112/2019/1868

Date 09.08.2019

OFFICE ORDER

Anti-Discrimination Committee

The UGC Regulation on "Promotion of Equity in Higher Educational Institutions Regulations 2012" states that "no higher educational institutional shall discriminate a student belonging to the Scheduled Castes and Scheduled Tribes categories, or allow or condone any constituent of the higher educational institutions to discriminate such a student or group of such students".

The Officials / faculty members should desist from any act of discrimination against SC/ST students on grounds of their social origin. The University should also ensure that no official / faculty members indulge in any kind of discrimination against any community or category of students.

To ensure a transparent proactive mechanism to address the complaint of discrimination of SC/ST/OBC students/teachers/non-teaching staff in the University, the University appointed Anti-Discrimination Officer (ADO) and constituted a Committee to look in the complaints of discrimination consisting of the following:

1.	Anti-Discrimination Officer (ADO)-Chairperson	Prof. S.N. Ambedkar
2.	Member(s)	Prof. Vipin Kumar Prof. J.K. Prajapat Dr. Suman Tapryal Sh. Lalit Bhopariya
3.	Member Secretary	Sh. Manoj Kumar Indoria

It is advised to all Officials / faculty members of the University to be more sensitive while dealing with incidents of caste discrimination.

The complainant may lodge his / her complaint on the University website or in the complaint Register available at Office of Anti-Discrimination Officer.


Registrar

To

All Concerned



No. : CURAJ/R/F.112/2019/ 1915

Date: 14.08.2019

OFFICE ORDER**(INTERNAL COMMITTEE)**

It is hereby notified for information of all concerned that the **Central Instrumentation Management Committee** at Central University of Rajasthan is hereby constituted, consisting of the following:

Central Instrumentation Management Committee:

Convener	Dr. Easwar Srinivasan
Members	Dr. Ajit Kumar Patra
	Dr. Devesh Sharma
	Dr. Janmejay Pandey
	Dr. Suman Tapryal
	Mr. Vivekanand Tiwari (on study leave, will be member upon re-joining the University)
	Dr. Chandrakanta Dash

The term of the Committee is initially for two years. On expiry of the term, the Committee may be reconstituted or be extended.

This issues with the direction of the Competent Authority.

Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1927

Date: 14.08.2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **ABS Committee (Apex Body of SPARSH)** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Apex Body of SPARSH (Refer Ordinance 21):

Chairperson:	Mrs. Ritu B. Rai
Five Teacher Representatives:	1. Dr. Anjali Sharma 2. Dr. Suman Tapryal 3. Dr. Garima Kaushik 4. Dr. Atiq Ahmed 5. Dr. Ritu Singh
Two Non-Teaching Staff:	1. Mr. Pardeep Kumar, Assistant Registrar 2. Mrs. Sobhagyawati Gupta, Assistant Librarian
Co-opted NGO Representative:	1. Mrs. Rashmi Chaturvedi 2. Mrs. Renuka Pamecha (any one whoever available)
Woman Counsellor:	Dr. Meenakshi, Dept. of Yoga (Co-terminus with her appointment in CURaj.)

The term of the Committee is for one year or till the next Committee is constituted, whichever is later.

On completion of term Committee must give a report of the activities for record and a brief summary for inclusion in Annual Report.

This issues with the direction of the Competent Authority.


Registrar 14/8/19

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1937

Date: 16 AUG 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the GIAN Cell for session 2019-20 at Central University of Rajasthan, is hereby re-constituted consisting of the following:

GIAN Cell:

1.	Dean (Research)	Ex-Officio
2.	Dean (Academic)	Ex-Officio
3.	Controller of Examinations	Ex-Officio
4.	Dr. Tarun Kumar Bhatt	Teacher Representative
5.	Dr. Kiran Kumar Tejavath	Teacher Representative

GIAN Cell will be responsible for all administrative matters relating to GIAN programme such as (but not limiting to) :-

- Receive proposals from individual teachers;
- Process and forward these proposals to national forum for approval;
- Monitor the execution of approved GIAN courses;
- Workout equivalent credits;
- Examine and endorse financial transactions.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F. 12/2019/1938

Date: 16 AUG 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Five Year BSc-MSc Integrated Programmes Committee** for session 2019-20 at Central University of Rajasthan is hereby re-constituted, consisting of the following:

Five Year BSc-MSc Integrated Programmes Committee:

1. Dr. Devesh Sharma, Coordinator
2. Dr. Anuj Sharma, Dy. Coordinator
3. HoD's Representative from each department offering the programme

The term of the committee is for one year from July 1, 2019. On expiry of the term, the committee may be re-constituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.



Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.11-2/2019/1940

Date: EMM
16 AUG 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Central Admission Committee** for session 2019-20 at Central University of Rajasthan is hereby constituted, consisting of the following:

Central Admission Committee:

Chairperson	Dean (Academics) – Ex-officio
Members:	
1. Dean (Research)	Prof. A. K. Gupta
2. National Coordinator, CUCET	Prof. Manish Dev Shrimali
3. University Coordinator, CUCET	Dr. Utpal K Debnath
4. Controller of Examinations	
5. Coordinator, Integrated Studies	Dr. Devesh Sharma
6. Chairman SC/ST Cell	Prof. S N Ambedkar
7. One Dean	

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the Committee may be reconstituted or be extended for at most one more year.

The responsibility of the Committee is to work out the eligibility, intake and admission procedure for each course and recommend the same for approval of AC. The Committee will also give direction/schedule to Admission Committees of individual departments. It will have constant interaction with CUCET and Online Counseling Team.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/1941

Date: 16 AUG 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **University Complaints Committee (UCC)** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

University Complaints Committee (UCC) (Refer Ordinance 21):

(i) Five (at least three women) teacher representatives:	(1) Prof. Vipin Kumar (2) Prof. Praveen Sahu (3) Dr. Suman Tapryal (4) Dr. Ruchita Verma (5) Dr. Ritu Singh
(ii) One Non-teaching staff representative of the University	Mr. Om Kumar Karn
(iii) One person, with known contribution to women's issues, to be co-opted from outside the University, who could be an NGO representative:	Ms. Rashmi Chaturvedi
(iv) The Chairperson (elected from amongst the above-mentioned members who are full time employees of the University).	Dr. Suman Tapryal
(v) One Member-Secretary (elected from amongst the above-mentioned members who are full time employees of the University)	Dr. Ruchita Verma

The Chairperson and members of the UGC shall hold office for a term of two years from the date assuming their office.

This issues with the direction of the Competent Authority.


Registrar

To: All concerned



No. CURAJ/R/F/113/2019/2142

Date: - 30/08/2019

OFFICE ORDER
Committees for Sixth Convocation Ceremony

Committees constituted with approval of the Vice Chancellor for organization of the 6th Convocation are listed in the following table. All conveners and members are requested to kindly initiate action accordingly.

S. No.	Committee name	Responsibilities	Names
1	Steering Committee	Prof. Neeraj Gupta Prof. Manish Dev Shrimali Dr. Utpal Debnath (Mr. Om Kumar Kam – to assist)	
2	2.1 Stage Arrangement Committee	All Arrangements related to stage and approach path, Seating arrangement of dignitaries and members of the EC, AC, Deans, etc as per protocol. Supervision the decoration of stage as well as Auditorium with flower/other pots, display panels, signage etc.	Prof. S. N. Ambedkar, Convener Dr. Subrat K Panda Dr. M Bhanuchandra [Mr. Darpan Bansal, JE (E) to assist]
	2.2 Auditorium Audio Visual Committee	All arrangements related to audio visual system, presentation screening of names etc in the auditorium as per requirement	Dr. Hemlata Mangalani, Convener Dr. Pranta Pratik Patnaik [Mr. Naresh Mangal & Mr. Sanjay Joshi – for Technical Purpose]
	2.3 Videography and Photography in the Auditorium	Arrangement for photographs, space allocation for media coverage, seating of media persons etc. arrangement for Group Photographs of students if any.	Dr. Hemlata Mangalani, Convener Dr. Pranta Pratik Patnaik [Mr. Naresh Mangal & Mr. Sanjay Joshi – for Technical Purpose]
	2.4 Event Management Committee	Procurement and supervising of the event management agency to make arrangement as per requirement of the convocation.	Prof. S. N. Ambedkar, Convener Prof. Pradeep Verma, Prof. Amit Kumar Goyal Mr. S K Srivastava, JR (Estt.)
3	Procession Committee – I	Arrangement of procession for Chief Guest/ other members of Authorities, Officer of the University as per the University Ordinances (as per the detailed programme)	Prof. Pawan Kumar Dadheech, Convener Prof. S.N. Ambedkar Dr. Hemlata Manglani
4	Students' Movement Committee	Ensuring orderly and smooth movement of the graduating students in the auditorium to receive Gold Medals / Certificates / group photographs (if any) and all associated work.	Prof. D. C. Sharma, Convener Prof. Praveen Sahu Dr. Ajit Kumar Patra Mr. Gaurav Meena Dr. Vidyottama Jain Dr. Suman Tapryal

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5	Media Centre and Live web cast Committee	Fax / Internet Facility / Printing Material. Live web cast of the convocation proceedings, Projection and displays in different locations in the campus.	Dr. Krishna Kumar Mohbey, Convener Mr. Gaurav Meena [Mr. Mohit Jamer, Mr. Vivek Vyas & Nitesh Jain for Technical Assistance]
6	Convocation Address and VC's report	Preparation of Draft/notes for Speech of Hon'ble Chancellor and Chief Guest and to send them for approval of authorities. Printing of booklet of convocation address and VC's report.	Prof. Supriya Agarwal, Convener Dr. Ved Prakash Mr. Om Kumar Kam, Hindi Officer
7	Press/ Media Coordination	Invitation to the media people. Briefing Conference & preparation of brief material (before Convocation). Entire arrangement of Media for providing required material / snacks / Press conference during and after Convocation. Meeting of the media people with VIP Guests.	Mrs. Anuradha Mittal, Convener [Mrs. Hema Chaudhary to assist]
8	Announcement Committee	Finalizing the "Proceedings of the 6 th Convocation" and anchoring the Convocation.	To be decided later.
9	Information & Database Committee	Arrangement of Reception / Information Desks at appropriate places Distribution of passes, Material for Public announcement in Hindi & English Arrangement for displaying Information and announcements Creation of all database of the Alumni and others as may be required	Dr. A Nagaraju, Convener Dr. Muzzammil Hussain Dr. Neha Arora Dr. Suresh Singh Rathore Dr. Sandeep Vishwanathrao Ranbhirker Mr. Ravi Raj Choudhary
10	Reception Committee	Receiving & Welcoming of the Public Representatives, External members of the Court, EC, AC and other guests and escorting them to proper seats in the auditorium, seeing them off and all related arrangements. Procurement of bouquets / small potted plants for the dignitaries.	Prof. Sanjib Kumar Panda, Convener Dr. Hari Singh Parihar, JR Mrs Anuradha Mittal Dr. Jayanti Pal Dr Bhawna Bissa Dr. Jayendra Nath Shukla Dr Tarun Kumar Bhatt Dr Ritu Singh Dr. Ved Prakash [Mr. Manoj Kumar Indoria & Mr. Dilip Raichandani to assist]
11	Seating Arrangement & Discipline Committee	School-wise seating arrangement of degree recipients. Seating arrangement for parents of the degree recipients, University's teaching & non-teaching staff. To prepare Signboards for seating in Auditorium (Students/VIP/Guests etc.) School-wise students with their Faculties. Maintenance of discipline Managing other students and their conduct. Providing volunteers.	Prof. D C Sharma, Convener Prof. Pawan Kumar Dadheech Prof. Chandni Charan Mandal Dr. Ram Kishore Dr. Vipul Kakkar [Mr. Shaffiq Mohammed and Mr Govind Kumawat to assist]


30.06.19

12	Lunch Arrangement Committee	Lunch for Chief Guest & VVIP's Lunch for invitees, parents, staff and Students Decision regarding Venue and arrangements thereof	Prof. Pradeep Verma, Convener Dr. Gobind Singh Dr. Gyanranjan Panda Dr. Vijay Kumar Yadav Dr. Narendra Kumar [Mr. Pradeep Kumar Garg, Mr. Devendra Mathur, Mr. Avdhesh Vijay, Mr. Surendra Singh to assist]
13	Invitation Committee	Preparation of list of dignitaries. Invitation card text drafting / letter drafting, approval, printing and dispatch of Invitation Card through Speed Post/Fax/E-mail/by hand etc. Confirming arrival of guests and coordinating with other committee for proper seating / accommodation	Mr. KVS Kameshwara Rao, Convener Prof. Vipin Kumar Dr. Hari Singh Parihar, JR Mrs. Anuradha Mittal, PRO Mr. Ashish Kumar Gupta, AR [Mr. Seva Ram Kumawat Mr. Dilip Raichandani Mr. Ravindra Laxkar to assist]
14	Procurement of Medals	Procurement of Gold Medals for topper students, keeping them in safe custody and providing them for distribution.	Mr. S K Srivastava, JR(Estt.) Convener [Ms. Lata Gurbaxani to assist]
15	Medals and Degree Certificate Committee	Custody of Mace, Medals and Certificates. Arrangement for distribution of Medals to the toppers and coordinating with the announcement, procession and other committees.	Mrs. Anuradha Mittal, Convener Mrs. Sobhagyawati Gupta, Asstt. Lib. Mrs. Kavita Jesrani Ms. Neha Bajaj Ms. Pratima Chattraj Mrs. Hema Chaudhary Ms. Priya Sharma Ms. Komal Dixit [Mr. Vinod Choudhary, Mr. Madhur Sagar Sharma and Mr. Ashish Sharma to assist]
16	Academic Dress procurement Committee	Procurement of academic dress - Uttaria/stole, Jacket etc. for the degree recipients, dignitaries and members of the Court / EC/ AC .	Ar. Ritu B. Rai, Convener Mr. S.K. Srivastava Dr. Bhumiika Sharma Dr. Sanjay Kumar Garg
17	Academic Dress Distribution and Dressing Room Committee	Distribution of academic dress arrangement for robing of the dignitaries, members of Court / EC/AC and officers of the university.	Prof. Rajesh Kumar, Convener Dr. Jayendra Nath Shukla Dr. Amit Chakraborty Dr. Anuj Sharma Dr. Avantika Singh Dr. Tulsi Giri Goswami Dr. Mamta Rani Dr. Bhumiika Sharma Dr. Subhasis Bhadra Dr. Jaykant Yadav [Mr. Vineet P. Vishnoi and Mr. Paras to assist]
18.1	Distribution of Printed Material During the Convocation to invitees / guests	Collection of the printed booklets of the Convocation address and Report by VC and distribution of the same at appropriate time in the auditorium	Dr. Manas Kumar Patra, Convener Dr. Jayendra Nath Shukla

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30.02.2019

18.2	Distribution of Printed Material During the Convocation to students and parents	Collection of the printed booklets of the Convocation address and Report by VC and distribution of the same at appropriate time in the auditorium	Dr. Ram Kishore Dr. Vipul Kakkar Dr. Kiran Kumar Tejavath
19	Committee for Distribution of Degrees Certificates and Uttaria	Preparation of list of Degree Recipients. Taking custody of Degree Certificates prepared by the COE office. Arrangement for distribution of Uttaria to recipients of the degree and distribution of the Degree certificates and folders in respective departments (in person and in absentia)	All Respective HODs / Coordinators make necessary arrangement for the same. Following to coordinate: Dr. Devesh Sharma, Convener Dr. Jaykant Yadav Dr. Shiv Swaroop Dr. Partha Roy Dr. Sanjay K Patel Dr. Nicholas Lakra Dr. Pragati Jain Dr. Neha Arora Dr. Suresh Singh Rathore Dr. Sanjay Kumar Dr. Arvind Pratap Singh Dr. Anjan Kumar Sahu Dr. Shaizy Ahmed Dr. Mahendra Saha Mr. Yoganshu Girdhar Dr. Nishtha Keswani Dr. Muzzammil Hussain Mohammad Dr. Alok Kumar Dr. Ram Kishore Dr. Devesh Madhukar Sawant Dr. Brijesh Kumar Singh Dr. Chobe Shivaji Vilas Mr. Suresh Kumar Choudhary
20.1	Security Committee	Ensuring proper security arrangements, coordination with local administration and other committees	Sh. Rajpal Singh Rewar, SO [Mr Pawan Kumar Sharma to assist]
20.2	Parking Committee	Parking arrangement for cars of VIPs, VIPs, Invitees and others with the help of Security Agency deployed in the Campus	Mr. Jairam Chejra
21.1	Accommodation for Students and Parents	Arrangement of accommodation of degree recipients and parents.	Chief Warden Additional Chief Warden Dr. Narendra Kumar Dr. Sanjay Kumar Dr. S K Patel Dr. Jai Prakash Tripathi [Hostel support staff to assist]
21.2	Accommodation for Guests Invitees	Arrangement of accommodation of members of the Court / EC / AC / FC other guests	Prof. Praveen Sahu, Convener Dr. Narendra Kumar Dr. Mahandra Saha [Guest House Staff to assist]
22	Hospitality and Transport Committee	Arrangement of Air Tickets, local hospitality and transport for EC / AC / FC members, VIPs, Arrangement for local transportation for movement of students and parents.	Mr. Sultan Singh, Executive Engineer [Mr. Gaurav Sharma, Mr. Kartik Bhati, AE(E), Mr. Rajesh Kumar, JE (C) and Mr. Ravindra Laxkar to assist]

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30.02.2019

23	Memento Committee	To select and procure memento, small potted plants and making arrangement for its distribution in the auditorium; Plants Bouquets for VIP's and Chief Guests	Prof. D.C. Sharma, Convener Dr. Vijay Kumar Prajapati Mr. Gaurav Sharma
24	Alumni Association	All arrangements for organizing Alumni meets	Prof. J.K. Prajapat, Convener Prof. Maithili R. P. Singh Dr. Sanjay Kumar (Garg) Dr. Pragati Jain Dr. Neha Arora Dr. Tarun Kumar Bhatt
25	Payment Committee	Ensuring completion of the paperwork and making payments to the guests, and various committees before, during and after the convocation	Finance Department

Important note:

1. The Convener may co-opt members as deemed necessary and if required constitute the sub-committees from the members of respective committees. They may also nominate the students volunteers for smooth working of the Committee and follow up activities.
2. The meetings of all Conveners and officers of the University with the Vice Chancellor for reviewing the progress of the work of the committees will be held as per the following tentative schedule:

First meeting- 4th September 2019 (Wednesday) at 3.00 PM at Conference Room, 1st Floor, Admin Block

Any other meeting may be called considering the urgency of the work at a short notice by the competent authority of the University.
3. The Committee may purchase required material with the approval of the competent authority as per the following procedures:
 - (i) May be purchased any material directly upto Rs. 25,000 with the approval of Hon'ble Vice Chancellor, as per GFR 2017.
 - (ii) May be purchased any material upto Rs. 2,50,000 as per the recommendation of Local Purchase Committee (of at least three members taken from the committee listed above) with the approval of Hon'ble Vice Chancellor, as per GFR 2017.
 - (iii) More than Rs. 2,50,000, the matter will be placed before University Purchase Committee and process as per the recommendation of the Purchase Committee with the approval of Hon'ble Vice Chancellor.
4. All Attendants/ Lab. Assistants/ Technical Assistant/ other supporting staff of the University are directed to provide necessary assistance to the committees as per call/ issuing order.


 Registrar
 30/8/19


Copy to:
All concerned.

CENTRAL UNIVERSITY OF RAJASTHAN

No. CURAJ/R/F.113/2019-20/2168

Date: August 30, 2019

OFFICE ORDER

It is to inform that a Committee consisting of the following members is hereby constituted for earmarking of Reservation on vacant positions of Teaching Staff and preparation of Reservation Register:

1. Prof. S. N. Ambedkar, Department of Public Policy, Law and Governance
2. Prof. Jugal Kishore Prajapat, Department of Mathematics
3. Shri Santosh Kumar Srivastava, Joint Registrar-I
4. Dr. Hari Singh Parihar, Joint Registrar-II

The above committee will prepare and submit a statement, earmarking of reservation of vacant positions of Teaching Staff and preparation of Reservation Register, accordingly, at the earliest.


REGISTRAR

To:
All Concerned Committee Members
(above 1 to 4)

Copy for information & necessary action to: -

1. Office of the Vice Chancellor
2. Office of the Registrar
3. Recruitment Cell
4. Establishment Section
5. Guard File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.112/2019/2225

Date: 5 SEP 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

In supersession to earlier Office Order No. CURAJ/R/F.112/2019/1938 dated 16.08.2019, it is hereby notified to all concerned that the **Five Year M.Sc. Integrated Programmes Committee** for session 2019-20 at Central University of Rajasthan is hereby re-constituted, consisting of the following:


Five Year M.Sc. Integrated Programmes Committee:

1. Dr. Devesh Sharma, Coordinator
2. Dr. Anuj Sharma, Deputy Coordinator
3. HoD's Representative from each department offering the programme

The term of the Committee is for one year from July 1, 2019. On expiry of the term, the Committee may be reconstituted or be extended for at most one more year.

This issues with the approval of the Competent Authority.

To: All concerned


Registered 05/9/19



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.113/2019/2457

Date: 18 SEP 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Teachers' Grievance Committee** for session 2019-20 at Central University of Rajasthan, is hereby constituted consisting of the following:

Teachers' Grievance Committee (Refer Ordinance 28):

A representative of the Vice Chancellor (Chairman)	Prof. Manish Dev Shrimali
Five representatives from the teachers' community representing gender, minority, SC, ST, OBC.	1. Prof. Praveen Sahu 2. Dr. Ajit Kumar Patra 3. Dr. Kiran Kumar Tejavath 4. Dr. Jeevan Kumar Cheruku 5. Dr. Shaizy Ahmed
Vice Chancellor's nominee shall be the Secretary to the Committee.	Prof. Chandi Charan Mandal

The term of the committee is upto 30th June 2020. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This issues with the direction of the Competent Authority.


Registrar 18/9/19

To: All concerned



राजस्थान केन्द्रीय विश्वविद्यालय

Central University of Rajasthan

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

No. : CURAJ/R/F/15/2019/3034

Date: 28/10/2019

OFFICE ORDER

It is to inform that as per prescribed format of MHRD Innovation Cell (MIC), the Institutions Innovation Council (IIC) has been constituted at Central University of Rajasthan, as follows:

S.No.	Experts	Designation	No.	Name
1.	Senior Faculty Member of the Institution	President	1	Prof. S. K. Panda
2.	Faculty Member	Convener	1	Dr. Easwar Srinivasan
		Member	1	Dr. Devesh Sharma
3.	Faculty Members	Co-opted Members	4	1. Dr. Manas Kumar Patra 2. Dr. Tarun Kumar Bhatt 3. Dr. Janmejay Pandey 4. Dr. Neeraj Panwar
4.	IICs Coordinator (Student)	Coordinator	1	Mr. Rajeev R. Dwivedi
5.	Representative from nearby Incubation Centre	Member	1	Mr. Abhishek Gupta
6.	Representative of SIDBI/ NABARD/Lead Bank/Investor	Member	1	----
7.	Technical Experts from nearby Industry	Member	2	1. Mr. Sujan Chand Gahlot 2. Mr. Kamlesh K. Verma
8.	Alumni Entrepreneurs from the Host Institutions (Optional)	Member	2	1. Mr. Akshat Vashistha 2. Ms. Shikha Bachani
9.	Students from the host institution	Member	10 (Minimum 15 (Maximum)	1. Mr. Mohit Sharma (Mathematics) 2. Mr. Abhijit Baishya (Yoga) 3. Mr. Kumar Sourav (Physics) 4. Mr. Himanshu Chaudhary (Environmental Science) 5. Mr. Mohammad A.J. Abulebda (Statistics) 6. Mr. Satpal (Physics) 7. Mr. Rahul Kumar (Management) 8. Ms. Poonam Sad (Economics) 9. Ms. Ronak Maheshwari (Digital Society) 10. Ms. Trapti Sahu (Pharmacy) 11. Ms. Priya Chouhan (Biochemistry) 12. Ms. Saranya Divakaran P C (Architecture) 13. Ms. Karishma Yadav (Computer Science) 14. Ms. Priyanshi Rana (Biochemistry)
10.	Patent Expert (Optional)	Special Invitee	1	Dr. Indu Dwivedi

The Term of the committee is for one year. On expiry of the term, the committee may be reconstituted or be extended for at most one more year. This supersedes the previous Office Order No.CURAJ/R/F.107/2019/5000 dated 11.03.2019

This issues with the approval of the competent Authority.


Registrar 25/10/19

Copy to:

1. Office of Hon. Vice Chancellor
2. All Deans of the Schools of Studies
3. All Head/Coordinators of Academics Departments/
4. All Officers & Section Incharge
5. All Member of IIC
6. Guard/Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.15/2019/3253

Date: 13 NOV 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

On approval of MHRD, Teacher Learning Centre at CURaj has been established under Scheme of Pt. Madan Mohan Malaviya National Mission on Teacher & Teaching of MHRD.

It is hereby notified for information of all concerned that the **Advisory Committee for planning activities of TLC** at Central University of Rajasthan, is hereby re-constituted consisting of the following:

Advisory Committee:

- Hon'ble Vice-Chancellor
- Prof. Neeraj Gupta, Professor (Architecture)
- Prof. Manish Dev Shrimali, Professor (Physics)
- Prof. D. C. Sharma, Professor (Mathematics)
- Ms. Ritu B. Rai, Associate Professor (Architecture)
- Dr. Ajit Kumar Patra, Associate Professor (Physics)
- Dr. Anjali Sharma, Associate Professor (Education)
- Mr. Vivekanand Tiwari, Assistant Professor (Architecture)
- Dr. Umesh Gupta, Assistant Professor (Pharmacy)
- Dr. Gobind Singh, Assistant Professor (Education)
- Dr. Krishna Kumar Mohbey, Assistant Professor (Computer Science)

This issues as per direction of the Competent Authority.


Registrar

To: All concerned



No. : CURAJ/R/F.115/2019/3376

Date: 18 NOV 2019

OFFICE ORDER

In continuation of earlier Office Order No. CURAJ/R/F.85/2017/3697 dated 20.01.2017, the Committee for "Ek Bharat Shrestha Bharat" (EBSB) programme flagged by Hon'ble Prime Minister on 31.10.2016, is hereby constituted, consisting of the following:

Committee for "Ek Bharat Shrestha Bharat" (EBSB) programme:

- | | |
|---|-----------------|
| (1) Dr. Pankaj, Associate Professor (Biotechnology) | - Nodal Officer |
| (2) Prof Pradeep Verma, Professor (Microbiology) | - Member |
| (3) Prof. Sanjib Kumar Panda, Professor (Biochemistry) | - Member |
| (4) Dr. Subhasis Bhadra, Associate Professor (Social Work) | - Member |
| (5) Dr. Upasana Talukdar, Assistant Professor (Data Science & Analytics) | - Member |
| (6) Dr. Dhanapati Shougrakpam, Assistant Professor (Linguistics) | - Member |
| (7) Mr. Shankar Kumar Gupta, Personal Assistant (Non-teaching Representative) | - Member |

Above Committee will implement the "Ek Bharat Shrestha Bharat" (EBSB) programme at Central University of Rajasthan as per instructions/guidelines issued from time to time and the Committee will also look after the EBSB Club.

This issues with the direction 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/ Controller of Examinations / Librarian
3. Office of Dean(Academics)/Dean(Research)/Dean(ARCI)/Dean, Students' Welfare
4. All Deans of the Schools of Studies
5. Office of the Chief Warden / Proctor
6. All Heads/Coordinators of Academic Departments
7. Joint Registrar – I | Estt. Section
8. Joint Registrar – II
9. All Concerned Committee Members (as per list above)
10. Recruitment Cell
11. All Officers / Section Incharge
12. Public Relation Officer
13. Guard/Dispatch File



राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

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

No. : CURAJ/R/F.116/2019/3880

Date: 16 DEC 2019

OFFICE ORDER

(INTERNAL COMMITTEE: SESSION 2019-20)

It is hereby notified for information of all concerned that the **Central Admission Committee** for Academic Session 2019-20 and admissions in the Academic Year 2020-21 at Central University of Rajasthan, is hereby re-constituted, consisting of the following:

Central Admission Committee:

Chairperson	Dean (Academics) – Ex-officio
Members:	
1. Dean (Research)	Prof. Manish Dev Shrimali
2. National Coordinator, CUCET	
3. University Coordinator, CUCET	Dr. Utpal K Debnath
4. Controller of Examinations	
5. Coordinator, Integrated Studies	Dr. Devesh Sharma
6. Chairman SC/ST Cell	Prof. S N Ambedkar
7. One Dean	Prof. Jagdish Ulhas Jadhav

The term of the Committee is for one year and thereafter, the Committee will either be re-constituted or be extended for at most one more year.

The responsibility of the committee is to work out the eligibility, intake and admission procedure for each course and recommend the same for approval of AC. The Committee will also give direction/schedule to Admission Committees of individual departments. It will have constant interaction with CUCET and online Counseling Team.

This supersedes the previous Office Order No.CURAJ/R/F.112/2019/1940 dated 16.08.2019.

This issues with the direction of the Competent Authority.


Registrar 16/12/19

To: All concerned