



CENTRAL UNIVERSITY OF HARYANA

Minutes of the 27th Meeting of the Executive Council

Date: 04th June, 2016 (11:00 AM)

The 27th meeting of the Executive Council of Central University of Haryana was held on Saturday 04th June, 2016 at 11:00 am in the Conference Room of the Temporary Camp/Transit Office of Central University of Haryana at 3113, DLF Phase III, Opp. H. No. T25/8, Gurgaon 122010.

The Following members were Present:

- | | | |
|---|--|----------|
| 1 | Prof. R.C. Kuhad
Vice Chancellor,
Central University of Haryana | Chairman |
| 2 | Prof. A.S. Brar,
Vice Chancellor,
Guru Nanak Dev University,
Amritsar | Member |
| 3 | Prof. V.K. Jain,
Vice Chancellor,
Doon University,
Dehradun | Member |
| 4 | Prof. Sushma Yadav,
Professor of Public Policy and Governance,
Indian Institute of Public Administration,
IP Estate, Ring Road,
New Delhi | Member |
| 5 | Prof. D.P.S. Verma (Retd.)
Formerly Professor of Commerce,
Deptt. of Commerce
(Delhi School of Economics),
QU-285-B, Chitrakoot, Pitampura,
Delhi | Member |

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| 6 | Dr. V.K. Gupta,
Senior Vice President,
Reliance Corporate, Park,
Navi Mumbai, Maharashtra | Member |
| 7 | Dr. P.K. Khurana,
Principal, Saheed Bhagat Singh College,
University of Delhi,
New Delhi | Member |
| 8 | Prof. Om Vikas,
(Former Director, IITM, Gwalior)
C-15 Tarang Apartments-19,
I.P. Extension,
New Delhi | Member |
| 9 | Dr. A.J. Varma,
Dean, School of Chemical Sciences,
Central University of Haryana | Member |
| 10 | Dr. Sarika Sharma,
Proctor,
Central University of Haryana. | Member |
| 11 | Sh. Ram Dutt
Registrar,
Central University of Haryana. | Secretary |

The following members could not attend the meeting:

- 1 Prof. M. Anandkrishnan,
Chairman, BOG, IIT Kanpur
Science City Building, Chennai
- 2 Prof. Ashish Dahiya,
Dean, School of Language,
Linguistics, Culture & Heritage,
Central University of Haryana,

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At the outset, the Vice Chancellor extended warm welcome to the following new members of the Executive Council and sought their valuable contribution towards the growth of the University.

1. Professor M. Anandkrishnan, Chairman, BOG, IIT Kanpur, Science City Building, Chennai.
2. Prof. D.P.S. Verma (Retd.), Formerly Professor of Commerce, Deptt. Of Commerce, (Delhi School of Economics) QU-285-B, Chitrakoot, Pitampura, Delhi
3. Dr. V.K. Gupta, Senior Vice President, Reliance Corporate, Park, Navi Mumbai (Maharashtra)
4. Dr. P.K. Khurana, Principal, Shaheed Bhagat Singh College, University of Delhi, New Delhi
5. Prof. Sushma Yadav, Professor of Public Policy and Governance, Indian Institute of Public Administration, IP Estate, Ring Road, New Delhi.
6. Prof. V.K. Jain, Vice Chancellor, Doon University, Dehradun.
7. Prof. Om Vikas, (Former Director, IIITM, Gwalior), C-15 Tarang Appartments-19, IP Extension, Delhi, 110092.
8. Prof. A.S. Brar, Vice Chancellor, Guru Nanak Dev University, Amritsar.
9. Prof. A.J. Varma, Dean, School of Chemical Sciences, Central University of Haryana.

The Executive Council appreciated the contribution of the following outgoing members and thanked them for their valuable contribution as members of the Executive Council:

1. Prof. Suleman Siddiqui, Former Vice Chancellor, Osmania University, Hyderabad.
2. Dr. P.C. Patanjali, Former Vice Chancellor, Purvanchal University, Jaunpur.
3. Dr. Shahid Ashraf, Finance Officer and Professor, Department of Economics, Jamia Millia Islamia, New Delhi.
4. Lt. General (Retd.), Prakash S. Choudhary, Former Director General, NCC, Gurgaon.
5. Prof. Veena Chaudhary, Director, G.B. Pant Hospital, New Delhi.
6. Dr. S. Lakshmi Devi, Former Principal, Shaheed Raj Guru College of Applied Sciences for Women (University of Delhi), Delhi.
7. Dr. Pradeep S. Chauhan, Department of Economics, University College, Kurukshetra University, Kurukshetra.
8. Dr. Sushma Arya, Principal, DAV College of Girls, Jagadhri Road, Yamunangar.

The Vice Chancellor then apprised the members of the Executive Council about the following Academic and other activities of the University carried out during the last four months:-

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- The University conducted interviews for appointment to the teaching positions in the Departments of History & Archaeology, Statistics, Microbiology, Biochemistry and Biotechnology. The recommendations of the Selection Committees are being placed before the Executive Council for approval.
- The University Grants Commission has conveyed the approval for introduction of B.Ed. and M.Ed. (Two Year) Courses. These courses shall be started from the Academic Session 2016-17.
- The UGC has approved the proposal of the University for starting four Engineering courses along with the manpower for the establishment of school of Engineering & Technology. The formal letter of approval is likely to be received shortly.
- The University has conducted the CUCET Examination smoothly. The admission rules and seat matrix have been circulated to all departments for making admissions for the Academic Session 2016-17.
- The University organized two days Yoga Fest at CUH campus on 25th and 26th May, 2016.
- The University conducted end Semester Examinations smoothly. The evaluation work is in progress. The University will be in a position to declare the results of the 4th semester students by 10th June, 2016.
- The University has been organizing seminars, symposia, conferences, workshops regularly. Experts from corporate Sectors, Industry, Educational and Research Institutions reputed entrepreneurs are also being invited to participate in these programmes.
- The preceding year's progress report was presented to the UGC.
- The University adopted Choice Based Credit System (CBCS) for all the post graduate programmes. The syllabi of all the programmes run by the University have been finalized with the help of subject experts.
- 6-7 Faculty Members of the University have been sanctioned projects by various funding agencies.
- The Cadre Recruitment Rules for non-teaching employees have been finalized and advertisement for recruitment to non-teaching positions has been released.



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Thereafter, the formal agenda items were taken up and resolutions of the Council thereon are as under:

Resolution No..	Resolution Passed
1	Confirmed the Minutes of the 26 th meetings of the Executive Council held on 09th February, 2016.
(A) REPORTING ITEMS	
2	The actions taken on the resolutions of the 26th meeting of the Executive Council held on 09th February, 2016 were reported, recorded and confirmed. (Vide Annexure 1 Pages 1.6..... to 2.5..)
3	The receipt of D.O Letter No. F.6-1/2016(CU) Dated 17/03/2016 from the Secretary, University Grants Commission, New Delhi for ensuring that the instructions to maintain Financial propriety are strictly followed was reported, recorded and confirmed. (Annexure-2 Pages 2.6. to 2.8....) . Resolved that the instructions be complied with by the University.
4	The receipt of letter no. F.15-5/2012 (CU) Dated 23/03/2016 from Joint Secretary, University Grants Commission, New Delhi conveying the approval of B.Ed. and M.Ed. (two year) courses and manpower for establishment of School of Education/faculty of Education in Central University of Haryana, was reported, recorded and confirmed. The Council was informed that the Academic Council in its meeting held on 27 th May, 2016 has resolved to start these courses from the Academic Session 2016-17. (Annexure-3 Pages 2.9.....to 3.0.....)
5	The action taken by the Vice Chancellor on authorization of the Executive Council in nominating the following members on the Executive Council under clause iv and viii of Statute 11 of the Statutes of the University for a period of three years with effect from 08.04.2016 was reported, recorded and confirmed. <u>Under Clause iv</u> 1. Professor M. Anandkrishnan, Chairman, BOG, IIT Kanpur Science City Building, Chennai 2. Prof. D.P.S. Verma (Retd.) Formerly Professor of Commerce, Delhi School of Economics, QU-285-B, Chitrakoot, Pitampura, Delhi

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	<p>3. Dr. V.K. Gupta, Senior Vice President, Reliance Corporate, Park, Navi Mumbai, Maharashtra</p> <p><u>Under Clause viii</u></p> <p>1. Dr. P.K. Khurana, Principal, Saheed Bhagat Singh College, University of Delhi, Delhi</p> <p>2. Prof. Sushma Yadav, Professor of Public Policy and Governance, Indian Institute of Public Administration, IP Estate, Ring Road, New Delhi</p> <p>3. Prof. V.K. Jain, Vice Chancellor, Doon University, Dehradun</p>
6	<p>The action taken by the Vice Chancellor in approving the following was reported, recorded and confirmed:</p> <p>(i) Adoption of University Grants Commission (Grievance Redressal) Regulations, 2012 (Annexure 4 Pages 31 to 39..)</p> <p>(ii) Adoption of University Grants Commission (Promotion of Equity in Higher Educational Institutions) Regulations, 2012 (Annexure 5 Pages 40 to 45..)</p> <p>(iii) Appointment of Professor A.J. Varma, Department of Chemistry, CUH, as Anti-Discrimination Officer (ADO) w.e.f. 12/02/2016 for a term of three years or till the date of superannuation of Prof. A.J. Varma, whichever is earlier.</p> <p>(iv) Constitution of a Grievance Redressal Committee consisting of following for a term of two years w.e.f. 12/02/2016 in terms of Clause 5 of the University Grants Commission (Grievance Redressal) Regulations, 2012:-</p> <p>(1) Prof. A.J. Varma, Professor, Department of Chemistry, CUH.</p> <p>(2) Dr. Sanjeev Kumar, Dean Students' Welfare (DSW)</p>



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	<p>(3) Sh. Ashok Kumar Gogia, Convener of Equal Opportunity Cell</p> <p>(4) Dr. Dinesh Chahal, NSS/YRC Coordinator</p> <p>(5) Dr. Renu Yadav, Coordinator, Women Empowerment Cell</p> <p>(6) Dr. Pardeep Singh, Convener, Legal Cell</p> <p>(7) One representative from Students Council to be nominated by DSW in view of the nature of particular grievance (on case to case basis) as a special invitee.</p> <p>(v) Appointment of Dean, Students' Welfare (DSW) to function as the Registry to receive the applications from the students w.e.f. 12/02/2016 till some alternative arrangement is made.</p>
7	<p>The action taken by the Vice Chancellor in approving the appointment of the following persons from the date of joining as consultant on short term contract basis against the posts mentioned against each for a period of 6 months or till the regular appointment to the posts against which they have been appointed, is made, whichever is earlier was reported, recorded and confirmed.</p> <ol style="list-style-type: none"> 1. Sh. R.K. Yadav, Consultant, Administration and Academic against one of the vacant posts of Deputy Registrar. (date of Joining 26.02.2016) 2. Sh. Narender Singh Hooda, Consultant, Legal and RTI against one of the vacant posts of Deputy Registrar. (date of Joining 04.04.2016) 3. Sh. B.N. Kaushik, Consultant, Internal Audit against the vacant post of Internal Audit Officer. (date of Joining 03.03.2016) 4. Sh. Bachan Lal, Consultant, Accounts against one of the vacant posts of Assistant Registrar. (date of Joining 26.02.2016) 5. Sh. P.C. Garg, Consultant, Infrastructure against the post of Assistant Engineer. (date of Joining 26.02.2016) 6. Sh. Amodh Kumar Singh, Consultant Horticulture against one of the vacant posts of Assistant Registrar. (date of Joining 03.03.2016) <p>The Council also considered the resolutions of the Finance Committee passed in its meeting held on 02/06/2016 on this matter and resolved that the Executive Council, being the competent authority approves the action taken by the Vice Chancellor in such appointments on short term contract basis as per urgent requirement of the University. As such there is no need to intimate the University Grants Commission as resolved by the Finance Committee.</p>
8	<p>The action taken by the Vice Chancellor on the authorization of the Executive Council in approving the revised Cadre Recruitment Rules (CRRs) for the non-teaching staff duly recommended by the Sub Committee consisting of Dr. D.P.S. Verma, Dr. M.C. Sharma, Dr. P.K. Khurana, Sh. H. H. Baa and releasing advertisement for the vacant posts was reported, recorded and confirmed. The Cadre Recruitment Rules have been uploaded on the University website.</p> <p>(Annexure-6, Booklet enclosed) Pages 46 to 105</p>

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9	<p>The selection of the following members of the University Court on the Executive Council under Statute 11 of the University by the Chancellor as authorized by the Court in its meeting held on 28/03/2016 was reported, recorded and confirmed:</p> <ol style="list-style-type: none"> 1. Professor Om Vikas, Former Director, ABV-IIITM Gwalior. 2. Professor A.S. Brar, Vice Chancellor, Guru Nanak Dev University, Amritsar 												
10	<p>The action taken by the Vice Chancellor in appointing Dr. Ranjan Aneja, Assistant Professor, Department of Economics, CUH as Assistant Dean Students' Welfare(ADSW) for a term of 3 years in terms of Clause 4 of Ordinance No. VIII, was reported, recorded and confirmed.</p>												
11	<p>The action taken by the Vice Chancellor on 06/05/2016 in constituting an Examinations Disciplinary Committee (EDC) consisting of the following, in terms of the provisions of Ordinance XV-B for the End Term Examinations held in May, 2016 was reported, recorded and confirmed.</p> <ol style="list-style-type: none"> 1. Prof. R.N. Mishra 2. Prof. Naval Kishore 3. Prof. Jitender Prasad 4. HOD/TIC of the Subject Concerned 5. In-Charge/Assistant Registrar (Exam). 												
12	<p>The actions taken by the Vice Chancellor in the following matters were reported, recorded and confirmed:</p> <ol style="list-style-type: none"> a. In constituting an Examination Disciplinary Committee (EDC) consisting of Prof. R.N. Mishra and Prof. Ashish Dahiya for the End Term Examinations held in Dec-2015 on 1/12/2015 in terms of the provisions of Ordinance XV-B b. In approving on 03/03/2016 the following recommendations of the Examination Disciplinary Committee (EDC) for the End Term Examinations held in Dec-2015: <table border="1" data-bbox="496 1375 1286 1742"> <thead> <tr> <th data-bbox="496 1375 584 1487">Sr. No.</th> <th data-bbox="584 1375 708 1487">Name & Roll No.</th> <th data-bbox="708 1375 788 1487">Department</th> <th data-bbox="788 1375 943 1487">Paper Attempted</th> <th data-bbox="943 1375 1163 1487">Observation of Subject Expert</th> <th data-bbox="1163 1375 1286 1487">Remarks</th> </tr> </thead> <tbody> <tr> <td data-bbox="496 1487 584 1742">1</td> <td data-bbox="584 1487 708 1742">Ishtiaq Ahmad 6310, Sem-I</td> <td data-bbox="708 1487 788 1742">English</td> <td data-bbox="788 1487 943 1742">British & Drama-I</td> <td data-bbox="943 1487 1163 1742">A Mobile phone was recovered from his pocket and a slip was found under his answer-sheet. The slip contains contents pertaining to the subject.</td> <td data-bbox="1163 1487 1286 1742">The paper may be cancelled.</td> </tr> </tbody> </table>	Sr. No.	Name & Roll No.	Department	Paper Attempted	Observation of Subject Expert	Remarks	1	Ishtiaq Ahmad 6310, Sem-I	English	British & Drama-I	A Mobile phone was recovered from his pocket and a slip was found under his answer-sheet. The slip contains contents pertaining to the subject.	The paper may be cancelled.
Sr. No.	Name & Roll No.	Department	Paper Attempted	Observation of Subject Expert	Remarks								
1	Ishtiaq Ahmad 6310, Sem-I	English	British & Drama-I	A Mobile phone was recovered from his pocket and a slip was found under his answer-sheet. The slip contains contents pertaining to the subject.	The paper may be cancelled.								

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2	Ravi Kumar 6255, Sem- I	Political I Scienc e	History of Haryana	A Mobile Phone was recovered from him while in examination hall. However, the candidate has apologized and no evidence of copying is detailing.	A warning may be issued.
3	Ashish Punia 6354, Sem- I	JMC	History of Haryana	A Slip containing written material was found. However, the matter don't match the subject of the examination.	A warning may be issued.
4	D.Shankar Rao 6355, Sem-I	JMC	Introduction of Communicatio n	The Slip found is related to the subject of the examination.	Paper may be cancelled.

Resolved further that the Vice Chancellor be authorized to constitute the Examination Disciplinary Committees (EDCs) and approve their recommendations for implementation.

13 The action taken by the Vice Chancellor in allowing the Department of Commerce to introduce M.Phil and Ph.D. programme from the academic session 2016-17 in due compliance with the provisions of Ordinance II and II(a) of the University was reported, recorded and confirmed.

14 The action taken by the Vice Chancellor in approving the signing of Non-Binding Memorandum of Understanding (MOU) with National Entrepreneurship Network (NEN) for the term 01/04/2016 to 31st March, 2019 was reported, recorded and confirmed.
(Annexure 7..... Pages ~~10~~ ¹⁰⁶⁻¹¹³ ...)

15 The action taken by the Vice Chancellor in reconstituting the Building Committee of the University consisting of following members with effect from 25/05/2016 was reported, recorded and confirmed:

Sr. No.	Designation	Name
1	Chairperson	The Vice Chancellor
2	A Member of the Executive Council nominated by the Vice Chancellor	Prof. Om Vikas, Former Director, IITM (Gwalior) C-15 Tarang Apartments, 19, I.P. Extension, Delhi-110092

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3	A Representative of CPWD/PWD not below the rank of Executive Engineer	Er. R.K. Gupta, SE CPWD
4	An expert nominated by the Vice Chancellor	Prof. Dhirender Singhal, Department of Civil Engineering, DCRUST, Murthal
5	Dean of the School of Engineering of Principal of a nearby University Engineering College	Dr. Rajender Singh Yadav, Dean, RPS College of Engineering & Technology, Mahendergarh.
6	The Registrar	The Registrar
7	The Finance Officer	The Finance Officer
8	Two teachers of the University not below the rank of Professor (Associate Professor in the absence of Professor)	(a) Prof. A.J. Verma (b) Prof. Ashish Dahiya
9	The University Engineer (Executive Engineer in the absence of University Engineer) Member Secretary.	Executive Engineer
<p>The tenure of the members other than ex-officio members shall be for a period of two years.</p> <p>The Committee shall:</p> <p>(a) Be responsible for finalizing the plans and Estimates of the various Building Projects approved by the UGC, or other funding Agencies, and for proper utilization of the Grants received from the UGC etc.</p> <p>(b) Be responsible for the maintenance and upkeep of the University Buildings.</p> <p>(c) Assess the cost of repairs, additions, alteration and demolition of the University Buildings annually and prepare the Budget for the same to be submitted for approval of the Executive Council.</p> <p>(d) Exercise all such powers, as delegated to it by the Executive Council from time to time.</p> <p>(e) Constitute one or more Sub Committees to look after any of the functions, responsibilities assigned to it.</p> <p>(f) Be responsible for ensuring the completion of the building in accordance with the approved plans and estimates and proper Utilization of the funds received from the University Grants Commission, the Government and from the University's own resources.</p> <p>(g) Meet at least twice in a year, or as and when necessary.</p> <p>(h) One third members shall form the quorum.</p>		

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(B) CONSIDERATION ITEMS						
16	(a) Resolved that the recommendations of the Selection Committees for appointment to the posts of Professor/Associate Professor/ Assistant Professor on regular basis in the Departments of History & Archaeology, Statistics, Microbiology, Biochemistry and Biotechnology as per detail mentioned below, be approved:					
	Sr. No.	Name of the Department	Name of the Post	Category	Name of the recommended candidates for appointment	Name of the Candidate in waiting
	1	History & Archaeology	Professor	UR	NFS	-----
	2	History & Archaeology	Associate Professor	UR	Dr. Vinay Kumar Rao	-----
	3	History & Archaeology	Associate Professor	UR	NFS	-----
	4	History & Archaeology	Assistant Professor	UR	Dr. Narender Singh	-----
	5	History & Archaeology	Assistant Professor	UR	Dr. Abhiranjan Kumar	-----
	6	History & Archaeology	Assistant Professor	UR	NFS	-----
	7	History & Archaeology	Assistant Professor	OBC	NFS	-----
	8	Statistics	Assistant Professor	UR	Dr. Anil Gaur	Sh. Vikash Kumar Sharma
	9	Statistics	Assistant Professor	UR	Dr. Kapil Kumar	Sh. Gulab Singh
	10	Statistics	Assistant Professor	UR	Dr. Manoj Kumar	-----
	11	Statistics	Assistant Professor	OBC	Dr. Devendra Kumar	Sh. Chavhan Rajendra Nana
	12	Microbiology	Professor	UR	Prof. Pratyosh Shukla (On Deputation)	-----
	13	Biochemistry	Professor	UR	NFS	-----
	14	Biotechnology	Professor	UR	NFS	-----
	15	Biotechnology	Associate Professor	UR	Dr. Kashyap Kumar Dubey	-----
	16	Biotechnology	Associate Professor	UR	Dr. Malkhey Verma	-----
	(b) Resolved further that Professor (Dr.) Amar Singh, Retd. Professor of History, MDU Rohtak be appointed as Academic Consultant on honorarium of Rs. 60,000/- per month.					

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17	The item relating to Legal Opinion on the enquiry report on the process of selection of teachers in the Department of English (2013) was deferred.						
18	<p>Resolved that the recommendations of the Academic Council made in its meeting scheduled for 27th May, 2016 for the following amendment to Statute-15 of the Statutes of the University relating to Schools of Studies and Departments in pursuance of the sanction received from the University Grants commission vide its Letter No. F.15-5/2012(CU) dated 23.03.2016, be approved:</p> <p>To add the following after Sr. No. (xiii) (School of Journalism, Mass Communication and Media):</p> <p>xiv) School of Education</p> <p>A copy of the UGC's letter under reference is enclosed at (Annexure-8 Pages-¹¹⁴... to ¹¹⁵)</p> <p>Consequently, Ordinance XV shall stand amended accordingly.</p>						
19	<p>Resolved that the recommendations of the Academic Council made in its meeting held on 27th May, 2016, for amendments to Ordinance-XV relating to courses of study offered by the University, in pursuance of the University Grants Commission (UGC) Letter No. F.15-5/2012 (CU) dated 23.03.2016 and National Council for Teacher Education (NCTE) Letter No. F.NRC/NCTE/NRCAPP-10433-10440, 10137 and 10136/249th Meeting/2015/139226-31 dated 16.02.2016, be approved:</p> <p>Add the following programmes/courses after Master of Hotel Management and Catering technology;</p> <table border="1" data-bbox="438 1211 1311 1323"> <thead> <tr> <th>Name of Programme</th> <th>Duration</th> </tr> </thead> <tbody> <tr> <td>B.Ed.</td> <td>Two Years</td> </tr> <tr> <td>M.Ed</td> <td>Two Years</td> </tr> </tbody> </table> <p>Transitory provision;</p> <p>Till the assent of the Visitor is received for amendment to Statute 15(1) relating to creation of School of Education, the B.Ed. and M.Ed. programmes shall be offered under the department of Education.</p>	Name of Programme	Duration	B.Ed.	Two Years	M.Ed	Two Years
Name of Programme	Duration						
B.Ed.	Two Years						
M.Ed	Two Years						
20	<p>Resolved that the recommendations of the Academic Council made in its meeting held on 27th May, 2016 for the following amendment to Clause-17 of Ordinance-XV relating to Attendance, be approved:</p> <p><u>Add the following after Sub-Clause-viii;</u></p> <p>Provided that in cases of the programmes which are governed by the Regulatory Bodies, the attendance rules laid down under the relevant regulations by the respective Regulatory Body for the said programme shall be followed.</p>						



21	Resolved that the proposal to allow reimbursement of medical expenses of the regular employees/their dependents for the treatment/investigation taken by them from any hospital, including private hospitals/clinics/diagnosis centres located in Delhi-NCR and Haryana as per CGHS rates till finalisation of a policy on the recommendations of the committee constituted for suggesting modalities for empanelment of hospitals for the University employees, be approved.		
22	The item relating to the recommendations of the Committee constituted by the Vice Chancellor to suggest purchase/procurement rules, modalities for grant of additional duties allowance to the teaching and non-teaching staff, grant of incentive to the non-teaching staff on account of working on Holidays and beyond office hours, was deferred.		
23	Resolved that the following rates of remuneration payable for the assignments involved in the conduct of examinations/skill tests for recruitment to various administrative/non-teaching posts and admission entrance tests, be approved:		
	Sr. No	Assignment	Criteria for appointment
	1.	Setting of objective type Question Paper with key	----- Rs. 100/- subject to a maximum of Rs. 10,000 per paper
	2.	Setting of Question Paper for written/skill tests	----- Rs. 600/- per Paper
	3.	Superintendent	One for each Examination Rs. 600/- per session
	4.	Dy. Superintendent	One, if the number of candidates is above 500 Rs. 500/- per session
	5.	Observer	One for 500 candidates. One more if the number of candidates is above 500 Rs. 600/- per session
	6.	Invigilator	One for 30 candidates Rs. 400/- per session
	7.	Reliever	One for 90 candidates Rs. 350/- per session
	8.	Assistant/UDC/LDC	One for 500 candidates Rs. 350/- per session
	9.	O.A./M.T.S./Attendant	One for 300 candidates and one more if the number is above 300. Rs. 200/- per session

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10.	Waterman	One for 90 candidates	Rs. 100/- per session
11.	Safai Karamchari	Two up to 500 candidates. One more, if the number of the candidates exceeds 500	Rs. 100/- per session
12.	Evaluation of answer sheets of objective type tests	-----	Rs. 25/- per script
13.	Evaluation of answer sheets of written/skill test	-----	Rs. 25/- per script
14.	Setting of Question Paper for Stenography test	-----	Rs. 600/- per paper
15.	Setting of Question Paper for typing test	-----	Rs. 600/- per paper
16.	Evaluation of stenography test	-----	Rs. 25/- per sheet
17.	Evaluation of typing test sheets	-----	Rs. 20/- per sheet
18.	Conduct of Skill/Practical test	-----	Rs. 50/- per candidate subject to minimum of Rs. 3000/- and maximum of Rs. 5000/- per day.
19.	Refreshment	-----	Rs. 20/- per person per session on duty.

Note:

(a) The rates proposed at Sr. No. 1, 3, 4, 5, 6, 7, 8, 9, 10 and 11 may also be applicable for conduct of admission entrance test, if any.

(b) The outside members may be paid TA/DA in accordance with the University rules.

24	The Council considered the candidature of Dr. Janendra Kumar Batra, Staff Scientist VIII/Deputy Director National Institute of Immunology, New Delhi and resolved that Dr. Janendra Kumar Batra be appointed as visiting Professor in the Department of Bio Chemistry, Central University of Haryana in accordance with the UGC guidelines.
25	The item relating to the request of Sh. Pavan Duggal, Advocate, Supreme Court of India to enter into a Memorandum of Understanding regarding Academic

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	Collaboration between Central University of Haryana & Cyber Law University, was deferred.
26	<p>The Council approved the following items duly approved by the Finance Committee in its meeting held on 2nd June, 2016:</p> <ol style="list-style-type: none"> 1. Revised fee structure to be implemented from the Academic Session 2016-17. (Annexure-9, Pages 116 to 118..) 2. Annual Accounts for the financial year 2015-16. (Annexure-10, Pages 119 to 121)
27	<p>The Council considered the draft Hostel Manual as prepared by the committee constituted by the Vice Chancellor and resolved that a Sub Committee consisting of Prof. D.P.S. Verma and Prof. Om Vikas be constituted to revisit the proposed of Hostel Manual and submit final draft to the Vice Chancellor.</p> <p>Resolved further that the Vice Chancellor be authorized to approve the Hostel Manual recommended by the Sub Committee.</p>
	The meeting ended with a vote of thanks to the Chair.


 Vice Chancellor


 Registrar

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ACTION TAKEN REPORT**26th EXECUTIVE COUNCIL MEETING**

The 26th meeting of the Executive Council of Central University of Haryana was held on 09th February, 2016 at 11:00 AM at Temporary/Transit Office of the Central University of Haryana: 3113, DLF Phase III, Opp. H.No. T25/8, Gurgaon-122010.

Resolution No..	Resolution Passed	Action Taken																												
1	Confirmed the Minutes of the 23rd, 24th and 25th meetings of the Executive Council held on 09th October, 2015, 26th November, 2015 and 27 th November, 2015 respectively.	Noted																												
2	The actions taken on the resolutions of the 23 rd 24th and 25th meetings of the Executive Council held on 09th October, 2015, 26th November, 2015 and 27th November, 2015, respectively were reported, recorded & confirmed.	Noted																												
3	<p>The action taken by the Vice Chancellor in approving the formation of Students Council for the session 2015-16 as under was reported, recorded and confirmed.</p> <table border="1"> <thead> <tr> <th>Sr. No</th> <th>Department</th> <th>Name of the Student</th> <th>Nominated/Elected</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Biochemistry</td> <td>Poonam Yadav, 6648</td> <td>Nominated</td> </tr> <tr> <td>2</td> <td>Biotechnology</td> <td>City, 6678</td> <td>Nominated</td> </tr> <tr> <td>3</td> <td>Chemistry</td> <td>Mandeep, 5176</td> <td>Nominated</td> </tr> <tr> <td>4</td> <td>Commerce</td> <td>Shaifali, 5356</td> <td>Nominated</td> </tr> <tr> <td>5</td> <td>Computer Science</td> <td>Rahul Yadav, 4167</td> <td>Nominated</td> </tr> <tr> <td>6</td> <td>Economics</td> <td>Altaf Ahmed, 5321 Vikas Chaudhary, 5335</td> <td>Elected Nominated</td> </tr> </tbody> </table>	Sr. No	Department	Name of the Student	Nominated/Elected	1	Biochemistry	Poonam Yadav, 6648	Nominated	2	Biotechnology	City, 6678	Nominated	3	Chemistry	Mandeep, 5176	Nominated	4	Commerce	Shaifali, 5356	Nominated	5	Computer Science	Rahul Yadav, 4167	Nominated	6	Economics	Altaf Ahmed, 5321 Vikas Chaudhary, 5335	Elected Nominated	Noted. A copy of the resolution has been sent to the concerned office.
Sr. No	Department	Name of the Student	Nominated/Elected																											
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CENTRAL UNIVERSITY OF HARYANA

7	Education	Raj Kumar, 5306 Vikram, 5311	Elected Nominated
8	English	Pawan Kumar, 5128 V.Sarika, 5134	Elected Nominated
9	Environmental Science	Ramphal Singh, 6111 Sunil Kumar, 5556	Elected Nominated
10	Geography	Narender, 5236 Jitender Yadav, 6402	Elected Nominated
11	Hindi	Drishan Kumar, 6325 Ekta, 5144	Elected Nominated
12	History & Archaeology	Apitu, 6533 Liaqat Hussian, 5386	Elected Nominated
13	Journalism & Mass Communication	Sai Kumar, 6362 Shilpa Shaji, 5531	Elected Nominated
14	Law	Priyanka, 5259 Abhinav Kumar, 6379	Elected Nominated
15	Library & Information Science	Nikhil, 6555 Neha, 6566	Elected Nominated
16	Management	Rohit Sharma, 5444 Sahil, 6466	Elected Nominated
17	Mathematics	Bhawna Dangi, 6481 Yogesh Kumar, 5300	Elected Nominated
18	Microbiology	Bheem Singh, 6662 Priyanka, 6656	Elected Nominated
19	Nutrition Biology	Vipin Kumar, 6631	Elected
20	Physics	Deepak Kumar, 6155 Arun Kumar, 5202	Elected Nominated

CENTRAL UNIVERSITY OF HARYANA

	21	Political Science	Raj Kumar, 6008	Elected																							
	22	Psychology	Gautam Budh, 5361	Elected																							
	23	Sociology	Ram Prakash, 6603	Elected																							
	24	Statistics	Aroma Yadav, 5501	Elected																							
	25	Tourism & Hotel Management	Gunjan Shekhawat, 6616	Elected																							
4	<p>The action taken by the Vice Chancellor in approving the Academic Calendar for the session 2016-17 as under was reported, recorded and confirmed.</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>No of Teaching Days</th> </tr> </thead> <tbody> <tr> <td>Classes to begin for the odd semesters</td> <td>15/07/2016 (Friday)</td> <td rowspan="2">90 Days</td> </tr> <tr> <td>Dispersal of Classes for the odd semesters</td> <td>29/11/2016 (Tuesday)</td> </tr> <tr> <td>Preparation and conduct of Examination for the odd semesters</td> <td>30/11/2016 – 23/12/2016 (Wednesday) (Friday)</td> <td></td> </tr> <tr> <td>Winter Break</td> <td>24/12/2016 – 03/01/2017 (Saturday) (Tuesday)</td> <td></td> </tr> <tr> <td>Classes begin for the even semesters</td> <td>04/01/2017 (Wednesday)</td> <td rowspan="2">90 days</td> </tr> <tr> <td>Dispersal of classes for the even semesters</td> <td>16/05/2017 (Tuesday)</td> </tr> <tr> <td>Preparation and conduct of Examination</td> <td>17/05/2017 – 16/06/2017 (Wednesday) (Friday)</td> <td></td> </tr> </tbody> </table>						No of Teaching Days	Classes to begin for the odd semesters	15/07/2016 (Friday)	90 Days	Dispersal of Classes for the odd semesters	29/11/2016 (Tuesday)	Preparation and conduct of Examination for the odd semesters	30/11/2016 – 23/12/2016 (Wednesday) (Friday)		Winter Break	24/12/2016 – 03/01/2017 (Saturday) (Tuesday)		Classes begin for the even semesters	04/01/2017 (Wednesday)	90 days	Dispersal of classes for the even semesters	16/05/2017 (Tuesday)	Preparation and conduct of Examination	17/05/2017 – 16/06/2017 (Wednesday) (Friday)		Noted. The Academic Calendar has been uploaded on the University website.
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CENTRAL UNIVERSITY OF HARYANA

	for the even semesters			
	Summer vacation	17/06/2017 – 14/07/2017 (Saturday) (Friday)		
5	The action taken by the Vice Chancellor in approving the signing of MOU between Central University of Haryana, Mahendergarh and CSIR-Central Electronics Engineering Research institute (CSIR-CEERI), Pilani (Rajasthan) was reported, recorded and confirmed.			Noted. A copy of the resolution has been sent to the concerned Deptt.
6	The action taken by the Vice Chancellor in approving the signing of MOU between Central University of Haryana, Mahendergarh and Liberty Shoes India was reported, recorded and confirmed.			Noted. A copy of the resolution has been sent to the concerned Deptt.
ITEMS FOR CONSIDERATION				
7	The appointment of Prof. Virender S. Parmar, Professor (Retd) Dept. of Chemistry, University of Delhi as Adjunct Faculty in the Department of Chemistry for a period of one year on the terms and conditions as prescribed under Ordinance X of the University was reported, recorded and confirmed.			A copy of the resolution has been sent to the concerned office. Prof. V.S. Parmar has joined.
8	Considered and resolved that the guidelines suggested by the committee constituted by the Vice Chancellor for fee concession along with recommendation in individual cases be approved.			A copy of the resolution has been sent to the concerned office.
9	<p>Considered nomination of three persons whose membership is going to expire on 18th March, 2016, on the Finance Committee under Statute 17(1) (iv) of the Statutes of the University.</p> <p>Resolved that the Vice Chancellor be authorized to nominate three persons on the Finance Committee in terms of Statute 17(1) (iv) of the University.</p>			<p>A Copy of the resolution has been sent to the concerned offices. The Vice Chancellor has nominated the following three persons :-</p> <p>1.Prof. D.P.S.Verma, Formerly Prof. of Commerce, University of Delhi, Delhi.</p> <p>2.Dr. Abhay Thakur,IRS, Finance Officer, Banaras .Hindu University, Varanasi</p> <p>3.Dr. Vikas Gupta, Joint Registrar, University of Delhi, Delhi.</p>
10	<p>Considered and approved the following amendments to Statute 18 of the Statutes of the University relating to Selection Committees in pursuance of the UGC Regulations 2010:</p>			
	Existing Provision			Amendments Proposed

CENTRAL UNIVERSITY OF HARYANA

	<p>1. There shall be Selection Committees for making recommendations to the Executive Council for appointment to the posts of Professor, Associate Professor, Assistant Professor, Registrar, Finance Officer, Controller of Examinations, Librarian and Principals of Colleges and Institutions maintained by the University.</p>	<p>I. There shall be the following Selection Committees for making recommendations to the Executive Council for appointment to the posts of Professor, Associate Professor, Assistant Professor, Registrar, Finance Officer, Controller of Examinations, Librarian, Deputy Librarian, Assistant Librarian, Director of Physical Education and Sports, Deputy Director of Physical Education and Sports, Assistant Director of Physical Education and Sports, Principal of constituent/ University maintained College:</p>								
	<p>2. The Selection Committee for appointment to the posts specified in Column 1 of the Table below shall consist of the Vice-Chancellor, a nominee of the Visitor and the persons specified in the corresponding entry in Column 2 of the said Table:</p>	<p>To be deleted</p>								
	<p style="text-align: center;">TABLE</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;"></td> <td></td> </tr> <tr> <td>Professor</td> <td>The Dean of the School. The Head of the Department, if he is a Professor. Three persons not in the service of the University, nominated by the Executive Council, out of a panel of names recommended by the Academic Council for their special knowledge of, or interest in, the subject with which the Professor will be concerned.</td> </tr> <tr> <td>Associate Professor/ Assistant Professor</td> <td>The Head of the Department One Professor nominated by the Vice-Chancellor. Two persons not in the service of the University, nominated by the Executive Council, out of a panel of names recommended by the Academic Council for their special knowledge of, or interest in, the subject with which he Associate Professor or Assistant Professor will be concerned.</td> </tr> <tr> <td>Registrar/ Finance Officer/ Controller of Examinations</td> <td>Two members of the Executive Council nominated by it. One person not in the service of the University nominated by the Executive Council.</td> </tr> </table>			Professor	The Dean of the School. The Head of the Department, if he is a Professor. Three persons not in the service of the University, nominated by the Executive Council, out of a panel of names recommended by the Academic Council for their special knowledge of, or interest in, the subject with which the Professor will be concerned.	Associate Professor/ Assistant Professor	The Head of the Department One Professor nominated by the Vice-Chancellor. Two persons not in the service of the University, nominated by the Executive Council, out of a panel of names recommended by the Academic Council for their special knowledge of, or interest in, the subject with which he Associate Professor or Assistant Professor will be concerned.	Registrar/ Finance Officer/ Controller of Examinations	Two members of the Executive Council nominated by it. One person not in the service of the University nominated by the Executive Council.	<p>2.(i) Professor/ Associate Professor/ Assistant Professor:</p> <ol style="list-style-type: none"> a. The Vice Chancellor - Chairperson b. An academician nominated by the Visitor c. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Academic Council d. Dean of the concerned School e. Head of the concerned Department. In case the Selection Committee is for the post of Professor, the Head of the Department should be a Professor. f. An academician representing SC/ ST/OBC/Minority/Women/ Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the selection committee does not belong to that category <p>At least four members, including two outside subject experts shall constitute the quorum.</p> <p>2.(ii) Registrar/ Finance Officer/ Controller of Examinations:</p> <ol style="list-style-type: none"> a. The Vice Chancellor - Chairperson b. A nominee of the Visitor c. Two members of the Executive Council nominated by it d. One person not in the service of the University
Professor	The Dean of the School. The Head of the Department, if he is a Professor. Three persons not in the service of the University, nominated by the Executive Council, out of a panel of names recommended by the Academic Council for their special knowledge of, or interest in, the subject with which the Professor will be concerned.									
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Registrar/ Finance Officer/ Controller of Examinations	Two members of the Executive Council nominated by it. One person not in the service of the University nominated by the Executive Council.									

			<p>nominated by the Executive Council</p> <p>e. An academician representing SC/ST/OBC/Minority/Women/ Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the selection committee does not belong to that category</p>
	Librarian	<p>Two persons not in the service of the University who have special knowledge of the subject of the Library Science or Library Administration nominated by the Executive Council.</p> <p>One person not in the service of the University nominated by the Executive Council.</p>	<p>2.(iii) Librarian, Deputy Librarian, Assistant Librarian:</p> <p>a. The Vice Chancellor - Chairperson</p> <p>b. A nominee of the Visitor</p> <p>c. Two persons not in the service of the University who have special knowledge of the subject of the Library Science or Library Administration nominated by the Executive Council</p> <p>d. One person not in the service of the University nominated by the Executive Council</p> <p>e. An academician representing SC/ST/OBC/Minority/Women/ Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the selection committee does not belong to that category</p>
	Principal of college or Institution maintained by the University	<p>Three persons not in the service of the University of whom two shall be nominated by the Executive Council and one by the Academic Council for their special knowledge of, or interest in, a subject in which instruction is being provided by the College or Institution.</p>	<p>2.(iv) Director of Physical Education and Sports, Deputy Director of Physical Education and Sports, Assistant Director of Physical Education and Sports:</p> <p>a. The Vice Chancellor - Chairperson</p> <p>b. A nominee of the Visitor</p> <p>c. Two persons not in the service of the University who have special knowledge of the subject of the Physical Education and Sports nominated by the Executive Council</p> <p>d. One person not in the service of the University nominated by the Executive Council</p> <p>e. An academician representing SC/ST/OBC/Minority/Women/ Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the selection committee does not belong to that category.</p> <p>2.(v) Principal of Constituent/ University Maintained College:</p> <p>a. The Vice Chancellor - Chairperson</p> <p>b. A nominee of the Visitor</p> <p>c. Three persons not in the service of the University of whom two shall be nominated by the Executive Council and one by the Academic Council for their special knowledge of, or interest in, a subject in which instruction is being provided by the College or Institution</p> <p>d. An academician representing SC/ST/OBC/Minority/Women/ Differently-abled</p>

CENTRAL UNIVERSITY OF HARYANA

	<p>Note 1- Where the appointment is being made for an inter-disciplinary project, the head of the project shall be deemed to be the Head of the Department concerned.</p> <p>Note 2- The Professor to be nominated by the Vice-chancellor shall be a Professor concerned with the speciality for which the selection is being made and the Vice-Chancellor shall consult the Head of the Department and the Dean of School before nominating the Professor.</p>	<p>categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the selection committee does not belong to that category</p> <p>The quorum for the meetings of the Selection Committees at Sr. No. 2(ii), 2(iii), 2(iv) & 2(v) shall not be complete unless three members out of the nominees of the Visitor, the Executive Council and the Academic Council attend the meeting.</p> <p>No Change.</p>
	<p>3. The Vice-Chancellor, or in his absence the Pro-Vice-Chancellor, shall convene and preside at the meeting of the Selection Committee:</p> <p>Provided that the meeting of the Selection Committee shall be fixed after prior consultation with, and subject to the convenience of Visitor's nominee and the experts nominated by the Executive Council:</p> <p>Provided further that the proceedings of the Selection Committee shall not be valid unless,-</p> <p>a) Where the number of Visitor's nominee and the persons nominated by the Executive Council is four in all, at least three of them attend the meeting; and</p> <p>b) Where the number of Visitor's nominee and the persons nominated by the Executive Council is three in all, at least two of them attend the meeting.</p>	<p>No Change</p> <p>To be deleted</p>
	<p>Clauses 4 to 6</p>	<p>No Change</p>
<p><u>Action Taken Report</u></p>		
<p>The amendments approved by the Executive Council in the Statute have been submitted to MHRD for seeking the assent of the Visitor.</p>		
<p>11</p>	<p>Considered the recommendations of the Selection Committees for appointment to the posts of Professor/.Associate Professor/ Assistant Professor on regular basis in the Departments of Microbiology, Nutrition Biology, Chemistry, Economics, Management & Sociology and</p>	<p>A copy of the resolution sent to the concerned office. Appointment letters to the selected candidates have been issued</p>

CENTRAL UNIVERSITY OF HARYANA

	resolved that the same be approved.	
12	Considered the recommendation of the Selection Committee for appointment to the posts of Assistant Professor on contract basis in B.Voc. Biomedical Sciences & Industrial Waste Management programmes under DDU Kaushal Kendra and resolved that the same be approved.	A copy of the resolution sent to the concerned office Appointment letters to the selected candidates have been issued
13	Considered the Report of the Committee constituted to enquire into the entire process of selection of teachers in the Department of English and Foreign Languages of the Central University of Haryana, followed for the appointments made in the year 2013. Resolved that legal opinion be sought on the report of the committee for further consideration of the Executive Council.	A copy of the Legal Opinion of Sh. Pavan Duggal, Senior Advocate, Supreme Court of India has been sought and will be put up before the Executive Council.
14	Considered the candidature of Sh. A.K. Modi, Chief Engineer (Retd.) (PWD B&R Haryana, presently residing in Hisar) for his appointment as Technical Advisor in the Central University of Haryana and resolved that his appointment be approved on the following terms and conditions:- (i) He will be paid fixed honorarium of Rs. 40,000/- Per month. (ii) He will not be entitled to the benefit of Pension, Gratuity, Provident Fund, Earned Leave or encashment etc.	A copy of the resolution sent to the concerned office. Sh. A.K. Modi has joined his duties.

CENTRAL UNIVERSITY OF HARYANA

	<p>(iii) He will examine and approve DNIT & accord Technical sanction of estimates of all works including repair and alteration.</p> <p>(iv) He will scrutinize all tender cases as a member of the Tender Committee.</p> <p>(v) He will not be paid any TA/DA to visit the University.</p> <p>(vi) He may be assigned any other work relating to construction as and when required.</p> <p>(vii) He will visit the University minimum four times in a month.</p> <p>The term of his appointment will be for a period of one year in the first instance.</p>	
15	<p>Considered the item for revision of the Cadre Recruitment Rules for the Non-Teaching Staff as recommended by the committee constituted by the Vice-Chancellor.</p> <p>The Executive Council was informed that the Committee constituted by the Vice Chancellor for reviewing the Cadre Recruitment Rules for the Non-Teaching employees of the University had submitted its recommendations which were to be considered by the Executive Council. But the recommendations of the Committee could not be made available to the Members of the Executive Council in advance as the report had been submitted only</p>	<p>A copy of the resolution sent to the concerned office. The revised Cadre Recruitment Rules for the non-teaching employees have been approved by the Vice Chancellor. A copy of the CRR has been uploaded on the University</p>

	<p>on 8th February, 2016 in the evening.</p> <p>The Executive Council resolved that the Vice Chancellor be authorized to Constitute a sub-Committee with Professor D.P.S. Varma as its Chairman to examine the recommendations of the Committee and to submit its final recommendations to the Vice Chancellor. The Vice Chancellor was authorized to approve the recommendations of the Sub-Committee and to advertise the non-teaching posts accordingly.</p>	
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CENTRAL UNIVERSITY OF HARYANA

Annexure 2

Diary No. 1668
 Dated: 23/03/16
 Registrar Office
 प्रो. (डी.) जसपाल रम. सन्धु
 सचिव
 Prof. Dr. Jaspal S. Sandhu
 MBBS, MS (Ortho), DSM, FAIS, FASIN, FAFSM, FFIMS, FAMS
 Secretary

विश्वविद्यालय अनुदान आयोग
 University Grants Commission
 (मानव संसाधन विकास मंत्रालय, भारत सरकार)
 (Ministry of Human Resource Development, Govt. of India)
 बहादुरशाह जफर मार्ग, नई दिल्ली-110002
 Bahadur Shah Zafar Marg, New Delhi-110002
 Ph.: 011-23239337, 23236288,
 Fax : 011-23238858, email : jssandhu.ugr@nic.in

D.O.No.F.6-1/2016(CU)

By Speed Post

16th March, 2016
 17 MAR 2016

Dear Prof. Kuhad,

University Grants Commission has received a letter No. F.61-19/2015-Desk (U) dated 3rd March, 2016 from Ministry of Human Resource Development, Government of India pertaining to "Improving financial management and strict compliance of rules/procedures in the Central Universities".

The Ministry of Human Resource Development has clearly articulated the guidelines for financial management in Central Universities and procedure has been well laid down in the said letter. You are hereby requested to ensure that the instructions to maintain financial proprietary are strictly followed and no deviation from the procedure be allowed in your esteemed University.

With kind regards,

Yours sincerely,

Jaspal Sandhu
 (Jaspal S. Sandhu)

Encl. : As stated above.

Prof. R.C. Kuhad
 Vice-Chancellor
 Central University of Haryana
 Jant-Pali Villages
 Mahendergarh
 Haryana - 123029

The information may be sent to UAC
Registrar/RO
RO / Cent CUH
 23/03/16
 29/3

29/3/16
 742
 डायरी नं./Diary No. 1668
 दिनांक/Date: 23/03/16
 प्रो. (डी.) जसपाल रम. सन्धु
 सचिव/Secretary

CENTRAL UNIVERSITY OF HARYANA

F. No. 61-19/2015-Desk (U)
 Government of India
 Ministry of Human Resource Development
 Department of Higher Education
 (Central Universities Bureau)

New Delhi, the 3rd March, 2016.

To,
 The Chairman,
 University Grants Commission,
 Bahadur Shah Zafar Marg,
 New Delhi - 110002.

Sub: Improving financial management and strict compliance of rules/procedures in the Central Universities – regarding.

Of late, it has been observed by this Ministry that sometimes the agenda items involving financial implications are placed directly before the Executive Council (EC) without proper scrutiny by the Finance Committee (FC). In certain cases, the decisions taken by EC without proper scrutiny of the FC conflict with the rules/regulations/instructions of the University Grant Commission (UGC)/ Ministry of Human Resource Development (MHRD)/Department of Personnel & Training (DoPT)/ Ministry of Finance (MoF), which result in serious complications and disparities among universities. As per the existing Statutes of the Central Universities, certain financial and administrative powers vest with the FC of the Central Universities. Any violation of provisions of the Act/Statutes of the University is a serious lapse which entails fixation of responsibility on the delinquent official(s) and disciplinary proceedings.

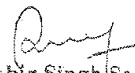
2. In order to avoid such circumstances and to further improve the financial management of the Central Universities, following points are required to be observed scrupulously:
- (i) All the provisions in the Act/ Statutes of the University should be strictly followed in letter and spirit and decisions so arrived at should be taken in a transparent manner after approval of the competent statutory bodies. The Registrar of the University, being the ex-officio Secretary of the EC, must ensure that no such agenda item, which has financial implication, is put before the EC without the explicit approval of the FC. The Registrar will be responsible for any lapse in this regard.
 - (ii) The Finance Officer (FO), being the ex-officio Secretary of the FC, is responsible for ensuring proper utilisation of the funds of the university under his supervision and ensure that no unauthorised or illegal expenditure is incurred by the University. FO must also try to ensure that meetings of FC are convened at regular frequency as per the Acts/ Statutes of the Central University. The FO will be responsible for any lapse in this regard.
 - (iii) All agenda items involving financial implications, before placing in the FC meetings, must be properly examined by the office.
 - (iv) It should also be ensured that the financial limits fixed for recurring and non-recurring expenditure for the year are not exceeded and that all funds are utilised for the purposes for which they are granted / sanctioned. Strict compliance of the provisions of GFR, 2005 in general and Rule 21 of GFR, 2005 in particular, must be adhered to ensure financial propriety while incurring expenditure.



Contd..... 2/-

CENTRAL UNIVERSITY OF HARYANA

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- (v) In administrative matters like career advancement scheme, promotion policies, fixation of pay/grade pay, allowances, increments, upgradation/revision of pay scales/allowances etc., decision must be taken in strict conformity with the rules/ regulations/ instructions of Government of India/UGC, failing which strict disciplinary action will be taken against the responsible officials. The same should be ensured by the FO and the Registrar of the University.
- (vi) If any decision(s) taken in financial matters is found to be contrary to the advice or the rules/regulations/instructions of the UGC/Govt. of India, the amount involved in such decision(s) will be deducted from the entitlement of the university and the same may be recovered from the salary of the official(s) responsible for such decision(s).
- (vii) Finance Officer, being responsible to ensure proper utilization of funds, should not release funds on such decisions of EC/FC which are not in accordance with the extant rules/regulations/instructions, and which might have been inadvertently taken due to the reasons that relevant rules/regulations/instructions were not brought to their notice before taking such decisions, or otherwise. The FO may bring the relevant rules/regulations/instructions to the notice of EC/FC, and seek clarification from UGC or MHRD, if required..
- (viii) While formulating any Ordinance pertaining to either service matters or financial matters which are not consistent with the existing rules/regulations/instructions of UGC/Government of India, it must be referred to UGC for prior approval/consent before it is brought to the EC or the Academic Council.
- (ix) It is mandatory for all the universities to conduct internal audits of their accounts in a time bound manner.
- (x) Every important decision taken in the FC/EC should be highlighted in the minutes and communicated in the covering letter itself so as to stand out in the voluminous documents.
3. It is also emphasized that all agenda items should be prepared by the Central Universities well in advance and sent to the MHRD (CU Bureau & Finance (IFD) Bureau) and the UGC at least two weeks before the meeting so that proper scrutiny of agenda items along with the observations of the regulator as well as the Ministry are put on record. The last minute addition to agenda items as table items, therefore, should be avoided unless they are of extreme and urgent nature, which should be clearly mentioned in the agenda as well as the minutes.
4. It would be appropriate for the UGC to send their officers in all the meetings of statutory bodies, wherever UGC's representation is required under the respective statutes, so that financial or procedural propriety is maintained in the said meetings.
5. As the Hon'ble Supreme Court has time and again emphasised the need for the proper utilization of Public funds/Tax payer's money, the Vice Chancellors, being the Head of the Universities, must exercise utmost watchfulness in the financial and administrative management of the University.
6. It is requested that the above instructions may be brought to the notice of all the key functionaries of Central Universities as well as to the Members of Finance Committee and Executive Council of the Central Universities for information and necessary action and also for ensuring monitoring and compliance.


 (Sukhbir Singh Sandhu)
 Joint Secretary to the Govt. of India
 Tel: 011-23381097

 ज्ञान-विज्ञान विमुक्तये डॉ. जितेन्द्र कुमार त्रिपाठी संयुक्त सचिव Dr. Jitendra Kr. Tripathi Joint Secretary	 विश्वविद्यालय अनुदान आयोग University Grants Commission (मानव संसाधन विकास मंत्रालय, भारत सरकार) (Ministry of Human Resource Development, Govt. of India) बहादुर शाह जफर मार्ग, नई दिल्ली-110002 Bahadur Shah Zafar Marg, New Delhi-110002 दूरभाष Phone : 011-23239200 फैक्स Fax : 011-23238897 E-mail : jitendratripa@ugc@nic.in
01/04/16 Registrar/F.O. Diary No. 1888 Dated: 04/04/16 Registrar Office	

By Speed Post

No.F.15-5/2012 (CU)

March, 2016

The Vice-Chancellor
 Central University of Haryana
 Jant-Pali Villages
 Mahendergarh
 Haryana - 123029

12 3 MAR 2016

Subject: Approval of courses and manpower for establishment of School of Education/Faculty of Education in Central Universities – Central University of Haryana.

Sir,

This is in reference to your office letter No.CUH/2015/Reg/30 dated 22.05.2015 and CUH/2015/Reg/31 dated 22.05.2015 regarding the requirement for approval of courses and manpower for establishment of School of Education/Faculty of Education in your university. The proposal was placed before the Committee constituted for the purpose. The recommendations of the Committee were placed before the Commission in its 513th meeting held on 29th February, 2016. The Commission considered and approved the recommendations of the Committee. Accordingly, the undersigned is directed to convey the approval of UGC for creation of **26 teaching positions and 9 non-teaching positions** for establishment of School of Education/Faculty of Education as per details below:-

Teaching :

Details of the Courses approved by UGC	Details of the teaching Staff approved by UGC	No. of Posts
B.Ed.(2 years) Intake of 100 students	Professor	2 (Two)
	Associate Professor	2 (Two)
	Assistant Professor	22 (Twenty Two)
M.Ed.(2 years) Intake of 50 students	Total	26 (Twenty Six)
		Out of 26 teaching positions, 13 teaching positions may be filled up as Guest Faculty/contractual faculty

प्राप्ति सं./Diary No. F-1788.....
 दिनांक/Date: 04/04/16.....

कुलपति, ह.के.वि.
 Vice-Chancellor's Office, C.U.H.

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Non-Teaching :

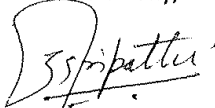
Course Details	Designation	Scale of Pay		No. of posts
		Pay Band	Grade Pay	
For B.Ed. and M.Ed. Programme	Professional Assistant	9300-34800	4200	1
	Library Assistant	5200-20200	2000	1
	Library Attendant	5200-20200	1800	1
	Technical Assistant (Computer)	5200-20200	2800	1
	Laboratory Assistant	5200-20200	2400	1
	Laboratory Attendant	5200-20200	1800	1
	Assistant	9300-34800	4200	1
	Upper Division Clerk	5200-20200	2400	1
	Lower Division Clerk	5200-20200	1900	1
	Total			

The expenditure on the above teaching and non-teaching positions may be incurred out of the funds provided under salary head of the XII Plan allocation.

The approval of the above is subject to fulfillment of the following :-

- (i) The University may frame the cadre recruitment rules for each category of posts approved by UGC.
- (ii) The University may strictly adhere to the reservation policy for SC/ST/OBCs/PH as per Govt. of India guidelines while filling up these posts
- (iii) The University may fill up the sanctioned teaching and non-teaching posts in a phased manner as per actual requirement of University under intimation to UGC.
- (iv) 50% of the teaching positions (**13 teaching positions**) may be filled up as Guest Faculty/contractual faculty till the decision is taken by Review Committee constituted by NCTE regarding duration of the B.Ed. and M.Ed. course.

Yours faithfully,


(Jitendra Kr. Tripathi)
Joint Secretary

V. Tatreja

Annexure- 4

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI – 110 002**

NOTIFICATION

F.No.14-4/2012(CPP-II)

New Delhi, the __ December, 2012

In exercise of the power conferred under sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations, namely: -

1. *Short title, application and commencement:* -
 - 1) These regulations shall be called the University Grants Commission (Grievance Redressal) Regulations, 2012.
 2. They shall apply to every university, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
 3. They shall come into force from the date of their publication in the Official Gazette.
2. *Definition:* -- In these regulations, unless the context otherwise requires -
 - (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
 - (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education;
 - (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;
 - d. "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.
 - (e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3;

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(f) "grievances" include the following complaints of the aggrieved students, namely: –

- (i) making admission contrary to merit determined in accordance with the declared admission policy of the institute;
- (ii) irregularity in the admission process adopted by the institute;
- (iii) refusing admission in accordance with the declared admission policy of the institute;
- (iv) non publication of prospectus, as specified;
- (v) publishing any information in the prospectus, which is false or misleading, and not based on facts;
- (vi) withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue;
- (vii) demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution;
- (viii) breach of the policy for reservation in admission as may be applicable;
- (ix) complaints, of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or Disabled categories;
- (x) non payment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
- (xi) delay in conduct of examinations or declaration of results beyond that specified in the academic calendar;
- (xii) on provision of student amenities as may have been promised or required to be provided by the institution;
- (xiii) denial of quality education as promised at the time of admission or required to be provided;
- (xiv) non transparent or unfair evaluation practices;
- (xv) harassment and victimisation of students, including sexual

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harassment;

(g) "Grievance Redressal Committee" means a committee constituted under these regulations;

(h) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;

(i) "institution" for the purposes of these regulations, means university, college or institution, as the case may be;

(j) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;

(k) "Ombudsman" means the Ombudsman appointed under regulation 4 of these regulations;

(l) "university" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

3. *Mandatory publication of prospectus, its contents and pricing:--*

(1) Every higher education institution, shall publish, before expiry of sixty days prior the date of the commencement of the admission to any of its courses or programmes of study, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such institution and the general public, namely:—

(a) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or programme of study, and the other terms and conditions of such payment;

(b) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or programme of study and the time within, and the manner in, which such refund shall be made to that student;

(c) the number of seats approved by the appropriate statutory authority in respect of each course or programme of study for the academic year for which admission is proposed to be made;

(d) the conditions of eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or programme of study, where so specified by the institution;

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(e) the educational qualifications specified by the relevant appropriate statutory authority, or by the institution, where no such qualifying standards have been specified by any statutory authority;

(f) the process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or programme of study and the amount of fee to be paid for the admission test;

(g) details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such members are on regular basis or as visiting member;

(h) information in regard to physical and academic infrastructure and other facilities including hostel accommodation, library and hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;

(i) broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or programme of study, including the teaching hours, practical sessions and other assignments;

(j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority; and

(k) any such other information as may be specified by the Commission;

Provided that an institution shall publish information referred to in items (a) to (j) of this sub regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in the different newspapers and through other media:

Provided further that an institution may publish prospectus in accordance with this sub regulation at any time before the period of sixty days.

(2) Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

4. *Appointment, tenure, removal and conditions of services under grievance redressal mechanism –*

(1) Each University shall appoint an Ombudsman for redressal of grievances of students under these regulations.

2. The Ombudsman shall be a person who has been a judge not below the rank of a District Judge or a retired professor who has at least ten years' experience as a professor.

3. The Ombudsman shall not, at the time of appointment, during one year before such appointment, or in the course of his tenure as Ombudsman, be in a conflict of interest with the university where his personal relationship, professional affiliation or financial interest may compromise or reasonably appear to compromise, the independence of judgement toward the university.

4. The Ombudsman, or any member of his immediate family shall not -

- (a) hold or have held at any point in the past, any post or, employment in the office of profit in the University;
- (b) have any significant relationship, including personal, family, professional or financial, with the university;
- (c) hold any position in university by whatever name called, in the administration or governance structure of the university.

5. The Ombudsman in a State University shall be appointed by the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-

- (a) nominee of the Governor of the State - Chairman;
- (b) two Vice-Chancellors, by rotation from public universities of the State to be nominated by the State Government - Members;
- (c) one Vice-Chancellor, by rotation from a private university of the State to be nominated by the State Government - Member;
- (d) Secretary (Higher Education) of the State - Member-- Convener.

6. The Ombudsman in a Central University and institution deemed to be university shall be appointed by the Central University or institution as the case may be on part - time basis

from a panel of three names recommended by the search committee consisting of the following members, namely:-

- a) Chairman of the University Grants Commission or

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- his nominee - Chairman;
- b) one Vice Chancellor from central university, by rotation, to be nominated by the Central Government - Member;
- c) one Vice Chancellor from institution deemed to be university, by rotation, to be nominated by the Central Government – Member;
- d) Joint Secretary to the Government of India in the Ministry of Human Resource Development dealing or incharge of the higher education - Member;
- e) Joint Secretary in the office of the University Grants Commission - Member - Convener

7. The Ombudsman shall be a part time officer appointed for a period of three years or until he attains the age of seventy year, whichever is earlier, from the date he resumes the office and may be reappointed for another one term in the same university.

8. The Ombudsman shall be paid a fees of Rs. 3000 per day for hearing the cases, in addition to reimbursement of the conveyance.

9. The Ombudsman may be removed on charges of proven misconduct or misbehavior or as defined under sub regulation (3) and (4) of this regulation, by the concerned appointing authority.

10. No order of removal of Ombudsman shall be made except after an inquiry made in this regard by a person not below the rank of Judge of the High Court in which such Ombudsman has been informed of the charges against him and given a reasonable opportunity of being heard in respect of those charges.

5. **Grievance Redressal Committee –**

- (1) In case of a college, the Vice Chancellor of the affiliating university shall constitute a Grievance Redressal Committee consisting of five members for an individual college or a group of colleges keeping in view the location of the college(s).
- (2) The Grievance Redressal Committee shall be constituted by the Vice-Chancellor of the affiliating university consisting of -
 - a) a senior Professor of the University - Chairman;
 - b) three senior teachers drawn from the affiliating colleges, on rotation basis, to be nominated by the Vice-Chancellor – Members;
 - c) a student representing the college where the grievance has occurred to be nominated, based on academic merit, by the concerned college - special invitee.
- (3) The Grievance Redressal Committee shall have a term of two years.

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- (4) The provisions of sub-regulations (8), (9) and (10) of regulation 4 and regulation 6 in respect of the matters of the reimbursement and procedure and functions shall, *mutatis mutandis*, apply to the Grievance Redressal Committee except that the Grievance Redressal Committee shall communicate its decision within ten days of receipt of the complaint.
- (5) Any person aggrieved by the decision of the Grievance Redressal Committee may within a period of six days prefer an appeal to the Ombudsman.

6. *Powers and functions of ombudsman –*

- (1) The Ombudsman shall exercise his powers to hear any grievance-
 - (a) of any student against the university or institution affiliated to it or an institute, as the case may be, after the student has availed of remedies available in such institution for redressal of grievance; and
 - (b) of any applicant for admission as student to such institution.
2. No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsman unless specific irregularity materially affecting the outcome or specific instance of discrimination is indicated.
3. The Ombudsman shall have power to seek the assistance of any person belonging to the Scheduled Castes, the Scheduled Tribes, Socially and Economically Backward Classes, minority or disabled category, as *amicus curiae*, for hearing complaints of alleged discrimination.

7. *Procedure in redressal of grievances by Ombudsman and Grievance Redressal Committee-*

- (1) Each institution shall establish a registry, headed by an employee of the institute of appropriate rank as the Ombudsman may decide, where any aggrieved student or person may make an application seeking redressal of grievance.
- (2) The address of the registry so established shall be published widely including on the notice board and prospectus and placed on the website of the institution.
- (3) On receipt of an application by the registry, the employee-in-charge shall inform the Ombudsman or the Grievance Redressal Committee, as the case may be, shall immediately provide a copy to the institution for furnishing its reply within seven days.

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(4) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institute and the aggrieved person either in writing or electronically, as may be feasible.

(5) An aggrieved person may appear either in person or represented by such person as may be authorised to present his case.

(6) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall be guided by the principles of natural justice while hearing the grievance.

(7) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall ensure disposal of every application as speedily as possible and not later than a month of receipt of the grievance.

(8) The institution shall co-operate with the Ombudsman or the Grievance Redressal Committee, as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsman to the Commission.

(9) On the conclusion of proceedings, the Ombudsman or the Grievance Redressal Committee, as the case may be, shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue.

(10) Every order under sub-regulation (9), under the signature of the Ombudsman or the Grievance Redressal Committee, as the case may be, shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.

(11) The institution shall comply with the order of the Ombudsman or the Grievance Redressal Committee, as the case may be,

(12) Any order of the Ombudsman or the Grievance Redressal Committee, as the case may be, not complied with by the institution shall be reported to the Commission.

(13) A complaint shall be filed by the aggrieved student or his parent or with a special permission from the Ombudsman or the Grievance Redressal Committee, as the case may be, by any other person.

(14) In case of any false or frivolous complaint, the ombudsman may order appropriate action against the complainant.

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8. *Information regarding Ombudsman Grievance Redressal Committee to be published in prospectus -*

The University, the institution deemed to be university and the college concerned shall provide detailed information regarding provisions of Grievance Redressal Committee, Ombudsman and the duties and rights of students in their prospectus prominently.

9. *Consequences of non-compliance –*

The Commission shall in respect of any institution which willfully contravenes or repeatedly fails to comply with orders of the Ombudsman or the Grievance Redressal Committee, as the case may be, may proceed to take one or more of the following actions, namely:-

- a. withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- b. withholding any grant allocated to the Institution;
- c. declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- d. informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- e. recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- f. recommend to the Central Government for withdrawal of declaration as Institution deemed to be university, in case of an institution deemed to be university;
- g. recommend to the appropriate State Government for withdrawal of status as university in case of a university established or incorporated under a State Act;
- h. taking such other action within its powers as the Commission may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations:

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and opportunity of being heard has been provided to it.

(Dr. Akhilesh Gupta)
(Secretary)

UNIVERSITY GRANTS COMMISSION

In exercise of the power conferred by sub-section (1) of section 26 of the University Grants Commission Act 1956 (3 of 1956), the University Grants Commission (UGC) hereby makes the following regulations, namely:-

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:-

- (1) These regulations may be called the UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012.
- (2) They shall apply to all the higher educational institutions in India
- (3) They shall come into force from the date of their publication in the Official Gazette

2. DEFINITIONS:- In these regulations, unless the context otherwise requires, -

- a. **"constituent of higher educational institutions"** means any authority or person or group of persons or sections of the institutional community belonging to the higher educational institutions;
- b. **"discrimination"** means any distinction, exclusion, limitation or preference which has the purpose or effect of nullifying or impairing equality of treatment in education and in particular -
 - i. of depriving a student or a group of students on the basis of caste, creed, religion, language, ethnicity, gender, disability of access to education of any type or at any level.
 - ii. of imposing conditions on any student or group of students which are in-compatible with the dignity of human; and
 - iii. of subjecting to the provision of establishing or maintaining separate educational systems or institutions for students or groups of students based on caste, creed, religion, language, ethnicity, gender and disabilities
- (c) **"equity"** means a level playing field for all students in respect of the entitlement and opportunity for enjoyment of all legitimate rights
- (d) **"harassment"** means unwanted conduct which is persistent and demeans, humiliates or creates a hostile and intimidating environment or is calculated to induce submission by actual or threatened adverse consequences;
- (e) **"higher educational institution"** means a university within the meaning of clause (f) of section 2, a College within the meaning of clause (b) of sub-section (1) of section 12 A and an institution deemed to be a University declared under section 3 of the University Grants Commission Act, 1956.
- (f) **"ragging"** means any of the acts as defined under the University Grants Commission Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009.

(g) "unfavourable treatment" means any adverse changes in the working environment, denial of training, and denial of opportunities for advancement, unfavorable probationary reports, vexatious grievances and exclusion by peers;

(h) "victimisation" means any unfavorable treatment of a student on the basis caste, creed, religion, language, ethnicity, gender and disability

3. Higher Educational Institution to take measure against discrimination:-

(1) Every higher educational institution shall take appropriate measures to -

- a. safeguard the interests of the students without any prejudice to their caste, creed, religion, language, ethnicity, gender and disability.
- b. eliminate discrimination against or harassment of any student in all forms in higher educational institutions by prohibiting it and by providing for preventive and protective measures to facilitate its eradication and punishments for those who indulge in any form of discrimination or harassment;
- c. promote equality among students of all sections of the society.

(2) Without prejudice to the directives or instructions of the Central Government or the State Governments issued from time to time in respect of treatment of students belonging to Scheduled Castes or the Scheduled Tribes, no higher educational institution shall discriminate a student belonging to the Scheduled Castes and the Scheduled Tribes categories, or allow or condone any constituent of the higher educational institution to discriminate such a student or group of such students, and take the following measures namely -

(a) the higher educational institution or constituent of higher educational institution shall not discriminate against students belonging to the Scheduled Castes and the Scheduled Tribes in admissions -

- i. by breach of the policy of reservation in admissions as may be applicable.
- ii. in accepting application for admission of such students.
- iii. in the way in which an application is processed;
- iv. in the arrangements made for, or the criteria used in, deciding who should be offered admission as a student;
- v. by withholding or refusing to return any document in the form of certificates of degree, diploma, etc., deposited with higher educational institutions by such a student for the purpose of seeking admission, with a view to inducing or compelling such a student to pay any fee or fees in respect of any course or programme of study which he/she does not intend to pursue.
- vi. by demanding money in excess of that specified in the declared admission policy;
- vii. by denying or limiting access to any benefit arising from such enrolment provided by the higher educational institutions.

viii by treating unfavorably in any way in connection with the student's enrolment to a specific standard of class or area of study, training or instruction

(b) the higher educational institutions or constituent of higher educational institutions shall prohibit all persons and authorities of the higher educational institutions from harassing or victimising any student

- i by announcing, verbally or otherwise, in the class, the names of the castes, tribes, religion or region of the students;
- ii by labeling students as reserved category in the class;
- iii by passing derogatory remarks indicating caste, social, regional, racial or religious background as reason of under-performance in the class;
- iv by allotting differential time to any student to meet faculty as compared to other students;
- v by keeping any student idle in the laboratory and not allowing him/her to work even if he/she is allowed to enter;
- vi by earmarking separate seats to any student or a group of students in the reading hall;
- vii by following differential treatment to any student regarding issue of books or journals or magazines, etc.;
- viii by treating any student or section of students separately in utilising the sports facilities on the basis of their caste, creed, region or religion.

(c) The higher educational institution or constituent of higher educational institution shall not discriminate or allow discrimination in evaluation on the basis of caste, creed, religion, language, ethnicity, gender and disability.

- i by not properly evaluating and re-evaluating examination papers of such students and by giving them less marks;
- ii by delaying declaration of results of any student or section of students.

(d) the higher educational institution or constituent of higher educational institution shall ensure that there is no discrimination against the students on the basis of caste, creed, religion, language, ethnicity, gender and disability

- i by not giving full information about the fellowships related matters;
- ii by withholding or stopping the fellowships meant for students.

- (e) The higher educational institution or constituent of higher educational institution shall ensure that no student or section of students is discriminated on the basis of caste, creed, religion, language, ethnicity, gender and disability, against -
- i. by segregating such students from others in hostel or mess or reading room or common room or playground or canteen and any other student amenities including drinking water facilities, etc.;
 - ii. by indulging in acts of ragging specifically targeted against such students;
 - iii. by doing any thing which disrupts or disturbs the regular activities of such students;
 - iv. by any act of financial extortion or forceful expenditure put on such students;
 - v. by not allowing such students to participate in the cultural programme or the sports events;
- (f) the higher educational institution shall promote equality among all sections of the students without prejudice to their belonging to any social group and for this purpose it shall establish an Equal Opportunity Cell and appoint an Anti-Discrimination Officer who shall not be below the rank of a Professor in the case of a University and an Institution deemed to be a University, and not below the rank of Associate Professor in the case of a college.
- (g) the higher educational institution shall prohibit any conduct by any person or group of persons in the higher educational institution, whether by words spoken or written or by any act which has the effect of ragging on students
- (h) the higher educational institution shall prescribe the procedures and mechanism, within a period of six months of coming into force of these regulations, to deal with and decide any complaint of discrimination, made or submitted by any student or group of students and it shall be obligatory on the part of the higher educational institution to decide such complaints within a maximum period of sixty days from the date of receipt or submission of such complaints.
- (i) the higher educational institution shall take steps to educate the educational fraternity and public and raise public awareness on the importance of equality and overcoming any form of caste based discrimination and harassment against students belonging to the marginalized sections, including SC/ST students of the society in higher educational institution;
- (j) The higher educational institutions shall ensure the strict implementation of all constitutional provisions and protective measures in respect of students belonging to SC/ST categories.
- (k) the higher educational institution shall upload on its website all measures for elimination of discrimination and punishments for breaching them and the higher educational institution shall also upload relevant public awareness material for prevention of discrimination against and harassment of any section of the student

4. PUNISHMENTS:- (1) Whoever commits any act of discrimination or harassment as specified in these regulations against any student or section of students in any higher educational institution, shall be dealt with through the following procedure, namely:-

- a. on receipt of a written complaint, the Anti Discrimination Officer shall initiate follow-up action including preliminary fact finding inquiry, if he considers necessary;
- b. on the recommendation of the Anti Discrimination Officer, the higher educational institution shall take appropriate follow-up action,
- c. the competent authority of the higher educational institution upon receipt of the inquiry report shall refer the same to the Anti Discrimination Officer in the case of students for taking appropriate action in accordance with the provisions of the Statutes or Ordinances or Regulations of the higher educational institution or the UGC Regulations on Ragging and any other Regulations in force, or
- d. in case of teachers and non-teaching staff, the competent authority of the higher educational institution upon receipt of the inquiry report shall take appropriate action in accordance with the provision of the Statutes or Ordinances or Regulations of the higher educational institution or service rules as applicable to higher educational institution.

2. The punishment shall be commensurate with the nature of the discrimination or harassment.

5. INFORMATION ABOUT THE COMPLAINT:- (1) A complaint about discrimination or harassment as defined in these regulations may be made in writing by a student or a parent of a student irrespective of whether the discrimination or harassment is alleged to have taken place within or outside the higher educational institution.

2. The complaint shall include sufficient details of the alleged act of discrimination or harassment.

3. The complaint shall be made to the Anti Discrimination Officer.

4. The higher educational institution shall formulate and make public, by uploading the information on its website, a transparent procedure for filing and dealing with such complaint.

6. APPEAL

Subject to provisions made by higher educational institutions, any person aggrieved by an order made by the Anti Discrimination Officer may prefer an appeal against such order within a period of ninety days from the date of the order to the Head of the higher educational institution.

Provided that the Head of the higher educational institution may entertain an appeal after the expiry of the said period of ninety days, if he is satisfied that the appellant had sufficient cause for not preferring the appeal within the said period of ninety days

Annexure-6

CADRE RECRUITMENT
(NON TEACHING EMPLOYEES RULES)
2016



CENTRAL UNIVERSITY OF
HARYANA

Page No-1



हरियाणा केन्द्रीय विश्वविद्यालय CENTRAL UNIVERSITY OF HARYANA

(संसद अधिनियम 25 (2009) के तहत स्थापित)
(Established vide Act No. 25 (2009) of Parliament)
गांव: जांट-पाली, जिला-महेन्द्रगढ़ (हरियाणा) . 123029
Village: Jant-Pali, Distt : Mahendergarh (Haryana)-123029

THE CENTRAL UNIVERSITY OF HARYANA CADRE RECRUITMENT (NON-TEACHING EMPLOYEES) UNDER STATUTE 12 OF THE CENTRAL UNIVERSITIES ACT, 2009 AND ORDINANCE XVIII OF THE ORDINANCES OF THE UNIVERSITY.

1. Short Title, Application and Commencement

These Rules shall be called "The Central University of Haryana Cadre Recruitment (Non-Teaching Employees Rules) 2016". These Rules shall come into force with effect from the date of their notification.

2. Definitions

In these Rules, unless the context otherwise requires:

- (a) 'Act' means the Central Universities Act, 2009, as amended from time to time.
- (b) 'Cadre' means the strength of service or a part of service sanctioned as a separate unit.
- (c) 'Departmental Candidate' means the employee working on a regular basis against the substantive post in the University but does not include the employee working on an ad hoc basis, daily wages or on contract, or on a temporary basis.
- (d) 'Direct Recruitment' means the recruitment made otherwise than by promotion, deputation, or absorption.
- (e) 'Government' means the Government of India.
- (f) 'Non-teaching Employees' means the employees of the University other than the teaching and academic staff.
- (g) 'Ordinance' means the Ordinance made under the Central Universities Act, 2009.
- (h) 'Prescribed' means prescribed by the Rules or Standing Orders
- (i) 'Schedule' means the Schedule appended to these Rules.
- (j) 'Selection Committee' means the Selection Committee as specified in the Act, Statutes, Ordinances or the Cadre Recruitment Rules of the University.
- (k) 'Service' means the service rendered by an employee to the Central University of Haryana, Mahendergarh
- (l) 'Statute' means the Statute of the Central University of Haryana
- (m) 'University' means the Central University of Haryana.
- (n) 'Year' means the financial year.
- (o) All other words and expressions, used herein, but not defined in these Rules, unless the context otherwise requires, shall have the same meaning as they have been assigned in the Central Universities Act, 2009, Statutes and Ordinances made thereunder, or in the Rules framed by the Government of India.

3. Extent of Application

- (a) These Rules shall apply to all the permanent as well as temporary non-teaching employees of the

CENTRAL UNIVERSITY OF HARYANA

- 1 University, including the persons engaged on a tenure basis by the University.
- 2 (b) The manner of appointment and the emoluments payable to the non-teaching employees who were appointed under the pre-amended Recruitment Rules, shall stand amended and, accordingly, all such employees shall stand covered under these Rules.
- (c) The posts which have already been advertised but not yet filled shall be filled in accordance with these Rules.

4. The non-teaching employees of the University shall be classified as:

- (a) Group "A" posts (carrying the Grade Pay of Rs.5,400 and above)
- (b) Group "B" posts (carrying the Grade Pay of Rs.4,200 and above, but below Rs.5,400)
- (c) Group "C" posts (carrying the Grade Pay of less than Rs.4,200)

5. Schedule

The number of posts, classification, scales of pay, qualifications, experience, age limit, etc., for various posts and any other information relevant to the posts are specified in the Schedule (**Appendix**).

6. Appointing Authority

The Appointing Authority for various posts in the University shall as follows:

	Appointing Authority	Posts
A.	Executive Council	Permanent appointment to all Group 'A' posts, including teaching posts.
B.	Vice-Chancellor	(i) Permanent appointment to all Group 'B' posts. (ii) Contractual / temporary appointment to all Group 'A' posts, including teaching posts.
C.	Registrar	(i) Permanent appointment to all Group 'C' posts. (ii) Contractual / temporary appointment to all Group 'B' and Group 'C' posts.

7. Method of Recruitment

The recruitment to various posts shall be made by the Appointing Authority by the following methods:

- (i) Direct Recruitment
- (ii) Promotion
- (iii) Deputation with or without provision for absorption
- (iv) On contract / tenure-deputation/ temporary, as per the University Rules

8. Procedure for Issue of Advertisement for Inviting Applications

I. Issue of Advertisement: The University shall issue advertisement in respect of the following types of recruitment / engagement against the vacant posts:

- (a) Direct Recruitment
- (b) Temporary Recruitment/ Tenure-Deputation
- (c) Deputation

The advertisement shall be issued at any appropriate time, giving at least one insertion in any of the national dailies and one insertion in the *Employment News*, *University News* and the University website: www.cuh.ac.in, also. The candidates may obtain the prescribed application form and details of qualifications, experience and other requirements from the University, or download the same from the University web site: www.cuh.ac.in and submit the same along with the prescribed application fee, if any, within the stipulated time.

Note:

- (a) In order to reduce the cost of advertisement, only essential details such as nomenclature of posts, pay scales, number of posts, Roster Point etc. of the recruitment shall be indicated in the advertisement. The closing date may be extended at the discretion of the Vice-Chancellor, by notifying in the website, for which the interested candidates have to be in constant touch.
- (b) In order to have adequate number of officers for posts which are to be filled by 'deputation', the vacancy circulars should invariably be published in the 'Employment News'. This will be in addition to the normal method of circulation to various departments and other agencies. The minimum time allowed for receipt of nominations should be 2 months. In a few cases where there are compelling reasons to fill the vacancy on urgent basis, a shorter time limit, which should not be less than 6 weeks may be prescribed with the approval of Vice-Chancellor.
- (c) Re-employment and/or short term contractual engagement (not more than 90 days) may be invited through any other mode, such as the circular or notification on the web-site and Notice Boards of the University.
- (d) Notwithstanding the provisions mentioned at Para 8(I) above, the University may at its discretion, request the Employment Exchange to sponsor candidates for posts as per the prescribed educational qualifications, experience etc.

II. Validity period of the Advertisement

The validity of the advertisement shall ordinarily be 12 months, effective from the closing date:

Provided that, if in the opinion of the Vice-Chancellor, the circumstances so warrant, he may extend the validity of the advertisement for a maximum period of six months.

Application Form

- (a) Applications for all the posts shall be entertained only on the prescribed proforma, along with the prescribed fee as applicable, payable in favour of the Registrar, Central University of Haryana through a Bank Draft or Indian Postal Order (IPO), or Online payment.
- (b) The schedule of charges for the application form and the prescribed fee shall be determined by the Vice-Chancellor, from time to time.
- (c) **Receipt of applications after the closing date:** The closing date for receipt of applications shall ordinarily be 21 days from the date of release of advertisement to the press. However, the Vice-Chancellor may, at his discretion, decide the closing date for receipt of applications, keeping in view the exigency of the situation. The closing date shall be specified in the advertisement. Incomplete applications, and the applications received after the due date, shall not be entertained. The Vice-Chancellor may, however, allow the acceptance of any application received after the closing date, subject to production of proof that the application along with the enclosures and the bank draft, if any was posted by the candidate on or before the closing date. In case the closing date is a holiday, the next working day shall be treated as the closing / last date. Incomplete applications and applications not submitted on the prescribed format, along with the prescribed fee and self-certified enclosures, etc., shall be summarily rejected.
- (d) The application should be addressed to "The Registrar, Central University of Haryana, Mahendergarh" in a closed cover super-scribing "Application for the post of".
- (e) **Holding of Written/skill Tests:** While filling up the posts under direct recruitment, the University shall hold the written/Skill tests for all Group "B", and "C" Non-Teaching posts. As regards, Group 'A' posts, the University may held the written test depending upon the number of applications received in response to the advertisement. The written tests may comprise of the Reasoning Ability, Simple Arithmetic, General Knowledge, knowledge of the Establishment, Accounts, Examinations, Language proficiency in English and Hindi, noting and drafting, or skill tests, or any other type of tests depending upon the exigency of service and/or the job requirements to be decided by the University.
The University may conduct written test at two stages (i) A qualifying test consisting of objective-type questions carrying 100 marks, and (ii) Descriptive test carrying 100 marks. The minimum qualifying marks in both the tests shall be 40% (35% for SC/ST/PwD for reserved posts). The answer scripts of the candidates of descriptive test shall be evaluated only in respect of those candidates who pass Paper I (Qualifying test). The merit of the candidates shall be drawn based on the performance of the candidates in Paper II (Descriptive test/skill test) and in the Interview, wherever applicable.
- (f) The competent authority to frame the syllabi for the tests, skill tests, modalities for carrying out the

- skill test, evaluation, etc., shall be the Vice-Chancellor.
- (g) 50 marks may be assigned to the skill test/interview, wherever applicable. The minimum qualifying marks in the skill test /interview shall be 50% (45% for SC/ST/PwD for reserved posts).

The University may hold the written/skill tests at the time of promotion of the employees of the University and fix qualifying marks and hold interviews, where applicable, in addition to screening of the Annual Performance Appraisal Reports for preceding years, depending upon the length of Qualifying Service. While screening the Annual Performance Appraisal Reports, the University may also fix any other criteria for consideration of the DPC.

9. Composition and Functioning of the Selection Committee

- (a) The Composition of Selection Committee shall be as prescribed in the Schedule.
- (b) The recommendations of the Selection Committee shall be submitted to the Appointing Authority for consideration and necessary action.
- (c) The Selection Committee may decide its own method of evaluating the performance of the candidate in interview/skill test, as the case may be.
- (d) If two or more candidates are recommended, the recommendations shall be made in order of merit of the recommended candidates.
- (e) No recommendation shall be made with a condition attached to it.
- (f) When the Selection Committee considers it fit to recommend a higher initial pay or advance increments, to be offered to a particular candidate, it may do so giving reasons thereof.
- (g) Canvassing in any form on behalf of any candidate shall disqualify the candidate.
- (h) In pursuance of Letter No. 19-50/2015-Desk-U, dated 22.12.2015, of the Under-Secretary, M.H.R.D., there shall be no interview for appointment to the Group 'C' and 'B' posts carrying Grade Pay of Rs. 4600/- or less.

10. Qualifications and Experience

The qualifications, (essential and desirable), and experience required shall be as indicated in the Schedule. In addition, the candidate shall bear good conduct, sound mind and also submit a Medical fitness certificate. The qualifications, experience, age, etc., are relaxable for SC/ST/OBC/PwD candidates as per the UGC / Government of India norms.

11. Age Limit

The upper age limit for appointment to various posts shall be as specified in the Schedule. The crucial date for determining the age, shall be the closing date of the applications.

12. Reservation of Posts

- (a) The University shall follow the norms of the Government of India in respect of reservation/relaxation/ concessions to various categories in recruitment/ promotions, etc., pertaining to age, qualifying marks, experience/fees, etc., as amended from time to time.
- (b) The candidate belonging to the reserved categories must enclose attested photocopies of the caste certificate and/or medical certificate (pertaining to determination of degrees of disability in case of PwD candidates) from the competent authority in the format prescribed by the Government of India, failing which the application shall stand rejected.

Note: Nothing in these Rules shall affect the reservations, relaxation of age limit and other concessions required to be provided to the Scheduled Castes and Scheduled Tribes and other special categories of persons in accordance with the instructions issued by the Central Government from time to time.

Payment of TA: The candidate shall attend the interview at the designated place and time at his own expenses. However, the outstation candidates belonging to the SC/ ST/ PwD categories shall be reimbursed to and fro rail fare (sleeper class) for self only. In case any station is not connected by rail, ordinary bus fare shall be paid by the shortest route on production of ticket. The above mentioned concessions shall not be admissible to those SC/ ST/ PwD candidates who are already in Central/ State

Government Service/ or holding any other employment.

13. Constitution and Role of the Screening Committee

The Vice-Chancellor may constitute a Screening Committee by including at least one outside expert in the relevant field, in addition to the internal members. The Member-Secretary to the Screening Committee shall be nominated by the Vice-Chancellor. It shall be the duty of the Member-Secretary to place the relevant documents/ rules/ guidelines, etc., relating to the selection before the Screening Committee. The Screening Committee shall screen the applications and shortlist the candidates in accordance with the eligibility criteria, prescribed in the advertisement. It must be ensured that the ratio of the number of candidates to be called for interview shall not exceed 1:10 and the minimum ratio shall not be less than 1:3. This minimum ratio of 1:3 may be relaxed by the Vice-Chancellor in appropriate case of candidates belonging to SC/ST and PwD categories for the post is reserved for them. If three candidates are not available to meet the minimum ratio, the post shall be re-advertised. In case of posts in which there is a provision for holding a common written test, the eligible candidates may be called for the written test notwithstanding the maximum prescribed ratio.

14. Constitution of Selection Committees / Departmental Promotion Committees

The Constitution of the Selection Committees or Departmental Promotion Committees (DPC) are specified in the Schedule. The Vice-Chancellor, at his discretion, may include the Head or any other senior member of the unit concerned in the Selection Committee / Departmental Promotion Committee at the time of selection / promotion to any post in the University. Any other member / members can also be included in the Selection Committee / Departmental Promotion Committee.

A person shall be disqualified for sitting as a member of any Selection/ Promotion Committee and from taking part in any selection/ promotion process under these Rules, if he is related to any candidate or there would be any conflict of interest in his association with the selection process. For this purpose, the University shall obtain a certificate to this effect prior to the commencement of the interview. The term shall have the meaning as specified in the relevant rules of the Government of India.

Quorum for the Selection Committee other than those prescribed under Statute 18(2):

Two-thirds of the members present shall form the quorum for the meeting of a Selection Committee, which shall include at least one external expert and one representative from the reserved category as per requirement.

15. Direct Recruitment by Open Selection

- (a) Wherever the UGC guidelines in respect of any particular non-teaching post are not available or framed, the University shall frame recruitment rules, laying down the qualifications, experience and nature of duties, etc., according to the requirement and compatibility of the post.
- (b) Recruitment to any regular post in the University shall be made on the recommendations of a duly constituted Selection Committee.
- (c) The Selection Committee may decide its own method of evaluating the performance of the candidate in interview/skill test.
- (d) The Chairman shall be entitled to vote at the Selection Committee meeting and, in case of a tie, shall have a casting vote.
- (e) In case two or more candidates are recommended for appointment, the recommendation shall be in order of merit.
- (f) The Selection Committee may recommend for sanction of one time benefit or to protect the pay of any candidate joining from outside the University.
- (g) The recommendations of the Selection Committee for Group 'A' posts shall be placed before the Executive Council for approval. In case the Executive Council is not in agreement with the recommendations of the Selection Committee, it shall record the reasons, and submit it to the Visitor for appropriate orders. The decision of the Visitor in this regard shall be final.

16. Seniority

The seniority of each candidate in the respective cadre shall be determined on the basis of his/her position in the merit list recommended by the Selection Committee and in accordance with the

relevant rules prescribed by the University.

17. Appointment and Joining Time

- (a) The appointment of a candidate shall be subject to the verification of antecedents, educational qualifications, experience, and medical fitness.
- (b) At least thirty days time shall be allowed to the candidate to join the post. In case he fails to join duties within the stipulated time without specifying any valid reason, the offer of appointment shall stand withdrawn:

Provided that the Vice-Chancellor may allow the extension of joining time, at his discretion, for a period not exceeding three months.

18. General Terms and Conditions of Recruitment

- (a) Mere possession of eligibility conditions shall not entitle a candidate to be called for written/skill test (or interview, where ever applicable).
- (b) Candidate who is already in service shall submit his application through proper channel. However, he may send an advance copy of his application and should produce a "No Objection Certificate" from the employer at the time of interview failing which he shall not be allowed to appear the test / interview as the case may be.
- (c) The application for appointment on deputation may be forwarded by the employer along with the Annual Performance Appraisal Reports (APARs) for the preceding five years, duly certified by the Competent Authority. It shall be the responsibility of the candidate to assess his own eligibility for the post for which he is applying in accordance with the prescribed qualifications, experience, etc., and submit his application duly filled in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, his appointment shall be liable to termination forthwith as per this clause. This must be mentioned in the letter of offer and appointment clearly. In case of any ambiguity in the recruitment rules in general and eligibility in respect of any post, the decision of the Executive Council shall be final.
- (d) Acceptance of documents submitted by an applicant shall be subject to verification by the competent authority. If any document is found to be false / fake / incorrect/ malafide either before or after appointment, the document shall be summarily rejected and action may be initiated against the candidate which may lead to cancellation of his appointment, as the case may be.
- (e) The person appointed against any post shall be governed by the Act/ Statutes/ Ordinances/ Rules of the University and UGC/Govt. of India Rules. The selected candidates shall be governed by the Act / Statutes / Ordinances / Rules of the University and also the CCS (Conduct) Rules, 1964 and CCS (CCA) Rule, 1965 of the Government of India, as amended from time to time and any other rule/ resolution prescribed specifically for maintaining the conduct of the employees by the Executive Council of the University.
- (f) The appointment of a candidate shall be subject to verification of character and antecedents by the competent authority. Until the verification of character and antecedents report is received, the appointment shall be treated as provisional. In case the report with regard to his conduct, character, antecedents, etc., is found to be unsatisfactory, the appointment shall be cancelled / terminated forthwith.
- (g) The selected candidate shall produce a medical fitness certificate issued by any authorised medical attendant/authority prior to his joining.
- (h) The terms and conditions of appointment shall be communicated to the candidate in the form of 'Offer of an Appointment' to selected candidates before issue of appointment orders. If the candidate does not accept the terms and conditions mentioned in the offer of appointment within the stipulated time, the offer shall be treated as withdrawn.
- (i) The selected candidates shall be required to perform duties as per the Rules of the University, as amended from time to time. The University shall be free to assign any duty as per the exigency of the situation at any time even during non-working hours / holidays which the employee shall have to perform without fail to avoid any disciplinary action.

- (j) The selected candidate shall be governed by the 'New Pension Scheme' of the Government of India as in force from time to time.
- (k) The selected candidate shall be liable to serve anywhere within the Jurisdiction of the University.
- (l) The minimum educational qualification and experience, constitution of Selection Committee, prescribed quota, method of recruitment or any other eligibility criteria, etc., for direct recruitment or promotion/placement on the posts of Registrar, Finance Officer, Controller of Examinations, Librarian, Deputy Registrar, Assistant Registrar, Assistant Librarian, etc., and equivalent posts shall be governed strictly as per the UGC's guidelines/regulations. Any amendment to the Notification / Regulations/Guidelines of the UGC/Government of India in future shall be deemed to have been adopted by the University for implementation in supersession of the existing provisions already adopted and incorporated in these Rules.
- (m) At the time of recruitment, a 'Service Agreement' shall be executed between the University and the employee concerned, and a copy of the same shall be deposited with the Registrar. Such service agreement shall be duly stamped as per the rates applicable.
- (n) Candidate shall bring all original certificates relating to his age, qualifications, experience, caste, etc., at the time of tests/interview. In case the candidate fails to submit the original documents for verification of the certified photocopies of the enclosures to his application, he may not be allowed to appear at the tests/interview and his candidature may be treated as cancelled without any further communication in this regard.
- (o)
 - (i) The University reserves the right to fill or not to fill up the posts advertised for any reasons whatsoever. If any vacancy arises after recruitment to a particular post is filled, the vacancy may be advertised. The panel shall be valid for one year w.e.f. the date of the meeting of the Selection Committee.
 - (ii) The University reserves the right to withdraw the advertisement, either partly or wholly, at any time without assigning any reason.
 - (iii) The University reserves the right to increase or decrease the numbers of vacancies.
 - (iv) If any advertisement for any post is withdrawn by the University, the application fee collected from the candidates shall be refunded.

19. Promotion

- (a) The candidates to be considered for promotion must comply with the prescribed eligibility criteria as on the date of issue of the notification for holding the written tests/meeting of the Departmental Promotion Committee.
- (b) Promotion is earned by dint of hard work, good conduct, and result-oriented performance, as reflected in the APARs. Only performance reported "Good (Grade 5)" upto Group B, consistently for the preceding five years shall be taken into consideration by the DPC. In case of Group 'A' post, persons reported "Very Good" (Grade Point 7) shall only be considered. Those with "average performance", which is not an adverse remark, shall not be considered for promotion by the DPC.
- (c) The DPC should assess the suitability of the employees for promotion on the basis of their service records and the Annual Performance Appraisal Reports for the preceding five years, as specified above at clause (b). In case there is any adverse entry in the APAR, or want of prescribed score in the APAR, the case of promotion shall not be considered unless and until the competent authority expunges such adverse entry. If the competent authority does not expunge the adverse entry or increase the score, the employee concerned may have to wait for the required number of reports carrying the prescribed bench marks as required for the post under these Rules.
- (d) The eligibility criteria, Vigilance Clearance Reports, and APAR dossiers, duly completed in all respects along with the seniority list and result of the written test of the eligible employees to be considered for promotion, with details of the number of vacancies, number of posts reserved for SCs / STs, etc. shall be provided to the DPC for consideration.
- (e) In the case of "Selection", the zone of consideration of eligible officers with extended zone for SCs / STs to ensure the promotional chances against the reserved quota shall be decided by the DPC on the basis of the service record of the officers. The normal zone and the extended zone will be as per the Govt. of India rules.

The departmental test shall be qualifying. The DPC shall make its own assessment of the officers and

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shall determine the merit of those being assessed for promotion with reference to the benchmark "Good" i.e. minimum score 5 for all Group 'B' and 'C' posts and "Very Good", i.e. a minimum score of 7 for all Group 'A' posts and, accordingly, grade the officers as 'fit' or 'unfit' only. Those who are graded as 'fit' shall be included in the select panel in order of their inter se seniority in the feeder grade, subject to the availability of vacancies. Those employees who are graded 'unfit' by the DPC shall not be included in the selection panel. There shall be no supersession in promotion among those who are graded 'fit'. The grading and score are quoted below:

S.No.	Grading System and Score in APAR
(i)	Grade "between 8-10" shall be rated as 'outstanding' and shall be given a score of 9 for the purpose of calculating average scores for appointment/promotion.
(ii)	Grade "between 6 and short of 8" shall be rated as 'very good' and will be given a score of 7 for the purpose of calculating average scores (or appointment/promotion).
(iii)	Grade "between 4 and short of 6" shall be rated as 'good' and shall be given a score of 5 for the purpose of calculating average scores for appointment/promotion.
(iv)	Below 4 shall be given a score of 'zero'.

- (f) The meeting of the Departmental Promotion Committee (DPC) shall ordinarily be convened once in a year, which shall depend upon the availability of vacancy.
- (g) The administrative authorities shall ordinarily ensure that the information furnished to the Departmental Promotion Committee is accurate and in proper order in all cases and a certificate to this effect shall form part of the note for the DPC.
- (h) Penalties of any kind (major or minor) shall constitute a bar to one's eligibility for promotion or confirmation. However, minor penalty of "censure" would not constitute a bar to eligibility and consideration for the purposes of promotion/confirmation unless otherwise mentioned specifically in the order about such a bar to eligibility.
- (i) The following cases shall be brought to the notice of the DPC:-
- Employees under suspension;
 - In respect of whom a charge-sheet has been issued and disciplinary proceedings are pending; and
 - In respect of whom prosecution for a criminal charge has been pending.

The DPC shall assess their suitability without regard to the disciplinary aspect. The DPC findings shall be kept in a sealed cover as per the fact recorded in the DPC proceedings. The same procedure shall be followed by subsequent DPCs till the disciplinary / criminal cases are conclude. On conclusion of the case, the sealed cover will be opened. In case the officer is completely exonerated with honour, the due date of his promotion shall be determined and he will be promoted notionally with reference to the date of promotion of his junior and if necessary by reverting the juniormost officiating person. The Appointing Authority shall decide whether and to what extent the arrears of salary shall be paid. Where arrears are denied, reasons shall be recorded. If not exonerated, the findings of the sealed cover shall not be acted upon.

- (j) The cases of officers under cloud after clearance by the DPC shall be settled in accordance with the Government of India rules.

20. Functions of the DPC

- (a) The Departmental Promotion Committee (DPC) shall consider and make recommendations in all cases of Group A, B and C employees. The constitution of DPC for various categories of post shall be as prescribed under the Cadre Recruitment Rules of the University.
- (b) While considering the promotional cases, the Departmental Promotion Committee shall consider the following:
- Provisions of the Rules / Act / Statutes / Ordinances / UGC Regulations/guidelines as applicable.

- (ii) Eligibility criteria and relaxations / concessions applicable to the SC / ST categories.
- (iii) Work and Conduct Reports
- (iv) The Annual Performance Appraisal Reports (APARs) for the preceding five years along with the Annual Property Returns (APRs) as available with the competent authority. While screening the Annual Performance Appraisal Reports (APARs), the DPC may also adopt the criteria with regard to bench marks as mentioned at in the Statutes/ Ordinances.
- (v) Vigilance Clearance Report
- (vi) Roster points of the cadre(s) as per the reservation policy of the Govt. of India / UGC.
- (vii) Performance in the interview /skill test / written test, if conducted by the University as per rules.
- (viii) The DPC is expected to screen the cases and decide the eligibility based on the aforementioned documents like APARs, Vigilance Clearance Report, Roster, Recruitment Rules etc.

Note: In case any APAR(s) for any particular period has not been written/ endorsed by the designated authority despite the fact that the employee concerned produces the proof of submission of appraisal report(s) duly filed-in for that particular period(s) to the concerned section, the DPC/Screening Committee shall ignore the report(s) of that particular period(s) and shall take into account the report(s) of the immediately preceding period(s). It is mandatory on the part of the designated officer to make entry in the relevant register to be maintained for this purpose and issue proper receipt to the employee concerned as a proof of submission of the appraisal reports. There shall be proper entry in the relevant register with regard to each movement of the APAR till the completion of its process.

21. Mode of Promotion

- (a) In addition to the conditions for promotion for the posts, as specified at Para (iv) below, the University may decide the method and procedure to be followed for promotion in respect of any category of posts. For this purpose, the University, at its discretion, may opt the fitness-cum-seniority or hold written test or other trade / professional test and fix qualifying marks for any post to assess the competence in an objective manner. In such cases, association of at least one external expert shall be mandatory. Due weightage shall be given to the performance of the candidates in the written/ trade/ professional test.
- (b) Mere possession of eligibility conditions shall not entitle an employee to be promoted to the next higher post from the date of his eligibility. After completion of formalities such as Annual Performance Appraisal Reports (APARs), Vigilance Clearance Reports, the Departmental Promotion Committee may be constituted to evaluate and assess the eligibility of the employees. The employees shall be considered for promotion based on the recommendations of the DPC / Selection Committee duly approved by the Competent Authority of the University.
- (c) All promotions of the non-teaching staff belonging to Group "B" and "C" shall take effect from the date of meeting of the Department Promotion Committee / Selection Committee. In the case of promotion to Group 'A' posts the promotion shall take effect from the date of approval by the Executive Council. In case the employee concerned is on leave (except duty leave) on the date of the meeting of the DPC/Selection Committee, the promotion shall take effect from the date of resumption of duty.
- (d) Qualifying in Typing Test / Skill Test with knowledge of computers shall be the compulsory requirement for promotion to the post of Lower Division Clerk, Upper Division Clerk, Assistant, Semi-Professional Assistant, Library Assistant and other positions as identified from time to time. Further, qualifying in Typing Test / Skill Test with knowledge of computers shall be the compulsory requirement for all Stenographers and Personal Assistants of the University who shall be considered for promotion as Personal Assistant/ Private Secretary as per the eligibility criteria prescribed in these Rules as prescribed for direct recruitment.

22. Ad-hoc Promotions

In case there is an existing vacancy and no eligible employee is available in the feeder Cadre for promotion, the competent authority may consider relaxation of experience maximum by one year at its discretion to promote an employee on ad hoc basis after completing all procedural formalities, as laid down under Rule 19 above. However, this arrangement shall not be allowed to continue for more than one

year in case the employee concerned is not considered for regular promotion. In such cases, **the candidate must have maintained at least three outstanding reports** in the last 5 years prior to the date of eligibility for such ad hoc promotion.

23. Panel for Promotion

The panel drawn for promotion by the Departmental Promotion Committee shall normally be valid for one year, w.e.f. the date of the DPC meeting.

24. Modified Assured Career Progression Scheme (MACP)/Career Advancement Scheme (CAS)

The financial up-gradation under the Career MACP/(DACP) Scheme in respect of non-teaching staff of the University shall be allowed as per the provisions of the Act / Statutes / Ordinances, Rules of the University and orders / guidelines of UGC / Government of India (as amended from time to time) duly adopted by the University.

- (a) The Modified Assured Career Progression Scheme (MACP) of the Govt. of India, duly communicated for implementation by the UGC in respect of Non-Teaching officials, shall be effective from 01.09.2008, or as per the eligibility, whichever is later.
- (b) In case of up-gradation of pay scale, up to the level of Deputy Registrar or equivalent, the Registrar shall chair the meeting of the Screening Committee. The Vice-Chancellor shall nominate at least one external expert and other members representing SC / ST / OBC / PH / Minorities etc. wherever required as per the guidelines of the UGC / Govt.
- (c) Any dispute in implementation of the afore-mentioned Career Advancement Schemes shall be referred to the University Grants Commission, and the decision of the UGC shall be final.

25. Deputation with provision for Absorption

In case the appointment is made on deputation by following the due process of selection prescribed for the post under the Cadre Recruitment Rules, the incumbent may be allowed to continue for a maximum period of ten years, or any other period as prescribed by the UGC / Govt from time to time or till he attains the age of the superannuation prescribed for that particular cadre, whichever is earlier. An appointment on deputation may be made initially for a period of two years which may be extended further at the discretion of the Competent Authority subject to satisfactory performance. The University, however, shall have the right to repatriate the incumbent at any time even before the prescribed period in case his performance, integrity or conduct is found to be unsatisfactory at any stage in the opinion of the competent authority. Ordinarily, no person working on deputation shall be absorbed in any cadre of the University after expiry of his deputation period. In case, it is decided in the interest of the University to absorb any such person, then the University may take up the matter with his parent organisation for concurrence after obtaining the option of the person concerned. After obtaining the consent of the parent department, the case shall be placed before the Competent Authority for a final decision. In case he is absorbed in the University, he shall be assigned the bottom seniority of that particular cadre as per the Govt. of India rules.

26. Appointments/ Engagements on Temporary /Contract/Outsourcing basis

- (a) The University shall ordinarily explore the possibilities of making engagement of workers in the sectors of security, horticulture, casual labour, sanitation and other areas wherever possible through agencies by entering into contract for a specified period. For this purpose, the University shall follow the prescribed procedure of the Govt. of India/UGC.
- (b) Where the hiring of services in any area/ sector is not feasible, the University may consider engagement on temporary / contract basis for a specified period on the recommendation of a duly-constituted Committee provided that the candidates fulfil the eligibility criteria for the post as per the recruitment rules and have applied in response to the advertisement issued by the University. Such appointments/ engagements shall be considered only against the existing vacancies.
- (c) Appointment on temporary/ contract basis for specific assignments shall be made by the University on certain monetary consideration, taking into consideration the nature of assignments

and work load involved, and terms and conditions as may be agreed to between the Appointing Authority and the person appointed on contract basis. The contractual appointment shall be given for the specific period as per Govt. of India Rules from time to time, keeping in view the exigency of work.

- (d) The engagement(s) on temporary, ad hoc /contract basis, under any Project / Scheme / Cell of the University shall be made as per the terms and conditions duly approved by the Appointing Authority keeping in view the guidelines of the Funding Agency. The temporary service of any person who is an outsider or a temporary employee having served in the University under any Scheme / Project / Cell / Programme duly sponsored by the UGC or any other organisation, shall not be counted for seniority to determine his eligibility for promotion to any higher post. However, his seniority shall be determined from the date of regularisation or merger of the Scheme / Project / Cell, as the case may be.
- (e) Temporary / ad hoc / contractual services shall not count for any purpose, including the seniority for promotion.

27. Probation

- (a) In case of direct recruitment, the selected candidate shall be kept on probation as prescribed under these Rules. The appointing authority may, at its discretion, extend the period of probation by one year in case of unsatisfactory performance, misconduct or misbehaviour. In case there is no perceivable improvement despite all this, his services shall be terminated by giving him/her one month's prior notice, or on payment of one month's salary in lieu of notice. The employee concerned may also exercise his option to resign by giving one month's notice by depositing one month's salary in lieu of notice.
- (b) In the case of promotion to the next higher post, irrespective of the group, the employee(s) shall be kept on probation for a period of two years from the date of DPC/Selection Committee. The appointing authority may at its discretion, extend the period of probation by one year on ground of non-performance, misconduct or misbehaviour or if he/she fails to comply with the terms and conditions of the appointment to the post to which he/she was promoted. In case there is no perceivable improvement despite all this, he shall be reverted to his parent post, with immediate effect, and consequently all the employees promoted against the consequential vacancies due to the promotion of this employee shall be reverted to their parent posts, in case they cannot be adjusted in any other similar vacant posts.

Note:

- (i) If an employee who has been recruited/ promoted to any post, avail leave on a piecemeal basis, or at a time for a period of two months or more during his probation period, his probation period shall be extended proportionately, i.e., equal to the total period of leave availed by the employee concerned. Notwithstanding anything contained in the above provision, if a probationer is placed under suspension during the period of probation or disciplinary proceeding are contemplated /started against him, the period of probation may be extended till such period as the appointing authority deems fit in the circumstances.
- (ii) In order to avoid any anomalous situation, the cases of probation of officials should be reviewed in every six months. In case, the result of review of performance of an official is found to be unsatisfactory, or not up to the mark, he shall be warned of the consequences, i.e. the termination of his services/ reversion to the post from which he is appointed/ promoted. Such a warning should be issued in advance after which the performance of the official concerned should be continuously kept under observation.
- (iii) The appointing authority shall record his reasons in writing while terminating the appointment of a probationer or extension of the normal period of probation.
- (iv) There shall be no probation in the case of an employee appointed to a post on contract basis, deputation, tenure basis, or on re-employment after superannuation.
- (v) No application for outside employment shall ordinarily be forwarded during the period of probation in case of a temporary employee of the University. However, in case his request has been considered by the competent authority of the University at his discretion, an undertaking shall be obtained while forwarding application, that he would resign from the post in the event of

- his selection in an other department.
- (vi) An employee of the University shall not be confirmed on his post unless and until he signs the 'Service Agreement'.

28. Application of Govt. of India Rules

If any particular point including the qualifications for recruitment and promotion under these Rules are silent, the corresponding rules operating in the Govt. of India/UGC, or the qualifications prescribed by the Govt. of India/UGC shall apply mutatis mutandis.

29. Power to Relax

- (a) Relaxation in age, experience, qualifying marks, etc., may be granted to the candidates belonging to the Schedule Caste / Schedule Tribes / OBC / PWD or any other reserved category for reserved posts as per the UGC / Govt. of India guidelines. A certificate to this effect issued from the competent authority should be attached with the prescribed application form. Wherever a relaxation of qualification, including percentage of marks, is permitted under the UGC/Govt. of India guidelines, such relaxation shall also be considered in appropriate cases subject to recommendations of the Screening Committee.
- (b) The relaxation in age shall also be given in respect of the following categories as mentioned against each:

S.No.	Category of Persons	Extent of age relaxation
1.	Contract / Daily Wage Workers of Central University of Haryana	Condonation of age in these cases shall be strictly limited to the period proportionate to the period of service rendered at the University. However, this provision shall not be applicable to a person engaged in the University through any contract agency or labour contractor, or the person engaged in different schemes/projects sponsored by the Government agencies.
2.	Regular Employees of the Central Govt/ State Govt./ Central Universities / UGC maintained deemed to be Universities / other Central/ State autonomous bodies / organisations / Institutions.	Age Limit shall not apply. However, the Screening Committee may decide the age limit in such cases depending on the level of post.
3.	Ex-Servicemen	Age Limit as per Government of India rules.

30. Disqualification

The following categories of persons shall not be eligible to apply for any position in the University :

- (a) Who has been convicted by any Court of Law or any criminal proceedings are pending against him;
- (b) Who has entered into or contracted a marriage with a person having a spouse living;
- (c) Who, having a spouse living, has entered into or contracted a marriage with any person. Provided that the Competent Authority of the University may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for doing so, exempt any person from the operation of these rules;
- (d) Who is not a citizen of India; and
- (e) Any other category of person disqualified for appointment by the Govt. of India/ UGC from time to time.

31. Discipline Vigilance Clearance Reports

- (a) Candidate who is already in service shall submit a certificate from the employer or his authorised officer, to the effect that no disciplinary proceedings are pending or contemplated against him. Apart from this, the Vigilance Clearance Report shall also be furnished along with the application or at the time of written/skill tests/interview.
- (b) Wilful suppression of factual information or any document relating to the eligibility or otherwise as a candidate, followed by supply of fake documents / or misleading statement / information in the application or tampering of documents or providing such information relating to the achievements, caste, educational qualifications, experience or domicile, etc., the Chief Vigilance Officer of the University shall have the powers to investigate / inquire into the matter and submit his report to the administration for further action at any time of the recruitment process or employment. If any of these acts is found to be true the candidate shall be disqualified for appointment to the post, and if already appointed, his/ her services shall be liable to termination, with immediate effect.

32. Removal of Difficulties

- (a) The Executive Council may, from time to time, issue such general and specific directions as may be necessary to remove difficulties in the operation of any of the provisions of these Rules.
- (b) All existing rules and orders in relation to the matters covered under these Rules, shall stand superseded, but any action already taken by or in pursuance of such existing rules and orders, shall be deemed to have been taken under these Rules.

33. Interpretation

Any ambiguity or lack of clarity with regard to any clause or the Rules, the decision of the Executive Council shall be final.

34. Amendment of Rules

The Executive Council shall have the authority to amend, modify, change, withdraw, suspend and relax any or all of these Rules. The decision of the Executive Council shall be final and binding on the employees.

35. Residuary Matters

In respect of the matters not specifically provided for in these Rules, the corresponding provisions as provided by the UGC for their employees or as prescribed by the Govt. of India relating to its employees, as amended from time to time, shall be followed. In case any particular provision in these Rules clashes with any provision of the Act/Statutes/Ordinances of the University, the provisions of the Acts/Statutes/Ordinances shall prevail and the provision in these Rules shall stand superseded.

36. Liability of officers to serve in India or/and abroad

Employees appointed shall be liable to serve anywhere within the jurisdiction of the University.

37. Territorial Jurisdiction

In case of any dispute, the territorial jurisdiction for adjudication shall be the High Court of Punjab & Haryana, Chandigarh.

CENTRAL UNIVERSITY OF HARYANA

SUMMARY OF POSTS

S.No	Name of the Post	Group	Core Pay Scale as per 6 th CPC	
			Pay Band Rs.	Grade Pay Rs.
1	REGISTRAR	A	37,400-67,000/-	10,000/-
2	FINANCE OFFICER	A	37,400-67,000/-	10,000/-
3	CONTROLLER OF EXAMINATION	A	37,400-67,000/-	10,000/-
4	LIBRARIAN	A	37,400-67,000/-	10,000/-
5	DEPUTY REGISTRAR	A	15,600-39,100/-	7,600/-
6	INTERNAL AUDIT OFFICER* On Deputation for a period of 3 years.	A	15,600-39,100/-	7,600/-
7	EXECUTIVE ENGINEER	A	15,600-39,100/-	6,600/-
8	ASSISTANT ENGINEER	A	9,300-34,800/-	4,600/-
9	PUBLIC RELATION OFFICER	A	15,600-39,100/-	5,400/-
10	MEDICAL OFFICER	A	15,600-39,100/-	5,400/-
11	PHARMACIST	C	5,200-20,200/-	2,800/-
12	NURSE	B	9,300-34,800/-	4,200/-
13	MEDICAL ATTENDANT / DRESSER	C	5,200-20,200/-	1,800/-
14	DEPUTY LIBRARIAN	A	15,600-39,100/-	8,000/-
15	SYSTEM ANALYST / SYSTEM PROGRAMMER	A	15,600-39,100/-	5,400/-
16	ASSISTANT REGISTRAR	A	15,600-39,100/-	5,400/-
17	ASSISTANT LIBRARIAN	A	15,600-39,100/-	6,000/-
18	INFORMATION SCIENTIST	A	15,600-39,100/-	5,400/-
19	SECTION OFFICER	B	9,300-34,800/-	4,600/-
20	ASSISTANT	B	9,300-34,800/-	4,200/-
21	JUNIOR ENGINEER (CIVIL)	B	9,300-34,800/-	4,200/-
22	JUNIOR ENGINEER (ELECT.)	B	9,300-34,800/-	4,200/-
23	PRIVATE SECRETARY	B	9,300-34,800/-	4,600/-
24	PERSONAL ASSISTANT	B	9,300-34,800/-	4,200/-
25	PROFESSIONAL ASSISTANT	B	9,300-34,800/-	4,200/-
26	SEMI PROFESSIONAL ASSISTANT	C	5,200-20,200/-	2,800/-
27	JR. PROFESSIONAL ASSISTANT	C	5,200-20,200/-	2,800/-
28	SENIOR TECHNICAL ASSISTANT (COMPUTER)	B	9,300-34,800/-	4,200/-
29	TECHNICAL ASSISTANT	C	5,200-20,200/-	2,800/-
30	TECHNICAL ASSISTANT	C	5,200-20,200/-	2,800/-

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	(COMPUTER)			
31	UDC	C	5,200-20,200/-	2,400/-
32	LDC	C	5,200-20,200/-	1,900/-
33	SECURITY OFFICER	B	9,300-34,800/-	4,600/-
34	SECURITY INSPECTOR	C	5,200-20,200/-	2,800/-
35	LABORATORY ASSISTANT	C	5,200-20,200/-	2,000/-
36	LIBRARY ASSISTANT	C	5,200-20,200/-	2,000/-
37	MTS	C	5,200-20,200/-	1,800/-
38	CARE TAKER	C	5,200-20,200/-	1,900/-
39	LABORATORY ATTENDANT	C	5,200-20,200/-	1,800/-
40	LIBRARY ATTENDANT	C	5,200-20,200/-	1,800/-
41	PEON/OFFICE ATTENDANT	C	5,200-20,200/-	1,800/-
42	DRIVER	C	5,200-20,200/-	1,900/-
43	COOK	C	5,200-20,200/-	1,900/-
44	KITCHEN ATTENDANT	C	5,200-20,200/-	1,800/-
45	HOSTEL ATTENDANT	C	5,200-20,200/-	1,800/-
46	HINDI OFFICER	A	15,600-39,100/-	5,400/-
47	HINDI TRANSLATOR	B	9,300-34,800/-	4,200/-
48	HINDI TYPIST	C	5,200-20,200/-	1,900/-

CENTRAL UNIVERSITY OF HARYANA

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CADRE RECRUITMENT RULES

1	Name of Post	Registrar
2	Number of Post(s)	One(1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 37400-67000 (PB-4) + Grade Pay Rs. 10000
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	Preferably below 57 years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>i. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale.</p> <p>ii. At least 15 years' experience as Assistant Professor in the AGP of Rs. 7000 and above or with 08 years' of service in the AGP of Rs. 8000 and above including as Associate Professor, alongwith experience in educational administration,</p> <p style="text-align: center;">OR</p> <p>Comparable experience in a research establishment and/ or other institutions of higher education,</p> <p style="text-align: center;">OR</p> <p>15 years' administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Not Applicable
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Direct recruitment/transfer on deputation/ contract for a term of five years or till attaining the age of 62 years, whichever is earlier. (eligible for re-appointment)
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Deputation: As indicated at Serial No. 7, above
12	Composition of DPC or Selection Committee	As prescribed under Statute 18 (2)

CENTRAL UNIVERSITY OF HARYANA

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CADRE RECRUITMENT RULES

1	Name of Post	Finance Officer
2	Number of Post(s)	One(1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 37400-67000 (PB-4)+ Grade Pay Rs. 10000
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	Preferably below 57 years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>i. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale.</p> <p>ii. At least 15 years' experience as Assistant Professor in the AGP of Rs. 7000 and above or with 08 years' of service in the AGP of Rs. 8000 and above including as Associate Professor, alongwith experience in educational administration,</p> <p style="text-align: center;">OR</p> <p>Comparable experience in a research establishment and/ or other institutions of higher education,</p> <p style="text-align: center;">OR</p> <p>15 years' administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.</p> <p>Desirable: Persons well-versed in modern financial management techniques like accrual method of accounting/ conversant with university financial system would be preferred.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Not Applicable
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Direct recruitment/ transfer on deputation/Contract for a term of five years or till attaining the age of 62 years, whichever is earlier. (eligible for re-appointment)
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation / absorption to be made.	Deputation: Appointment preferably by drawing officers belonging to the Indian Audit and Accounts services or other similar organized Services in Central/ State Govt. or University System/ Other organisation on Deputation for a tenure of 5 years or till attaining the age of 62 years, whichever is earlier.
12	Composition of DPC or Selection Committee	As prescribed under Statute 18 (2)

CENTRAL UNIVERSITY OF HARYANA

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CADRE RECRUITMENT RULES

1	Name of Post	Controller of Examinations
2	Number of Post(s)	One (1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 37400-67000 (PB-4) + Grade Pay Rs. 10000
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	Preferably below 57 years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>i. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale.</p> <p>ii. At least 15 years' experience as Assistant Professor in the AGP of Rs. 7000 and above or with 08 years' of service in the AGP of Rs. 8000 and above including as Associate Professor, alongwith experience in educational administration,</p> <p style="text-align: center;">OR</p> <p>Comparable experience in a research establishment and/ or other institutions of higher education,</p> <p style="text-align: center;">OR</p> <p>15 years' administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.</p> <p>Desirable: Good knowledge of University examination system/ software and result automation.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Not Applicable
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Direct recruitment/transfer on deputation/ Contract for a term of five year or till attaining the age of 62 years, whichever is earlier. (eligible for re-appointment)
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation /absorption to be made.	Deputation: As indicated at Serial No. 7, above
12	Composition of DPC or Selection Committee	As prescribed under Statute 18 (2)

CENTRAL UNIVERSITY OF HARYANA

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CADRE RECRUITMENT RULES

1	Name of Post	Librarian
2	Number of Post(s)	One(1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 37400-67000 (PB-4) + Academic Grade Pay Rs. 10000
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	Preferably below 55 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Master's degree in Library Science/ Information Science/ Documentation with at least 55% of marks or its equivalent grade of 'B' in the UGC seven point scale and consistently good academic record.</p> <p>(ii) At least 13 years' experience as a Deputy Librarian in University Library or 18 years experience as a College Librarian.</p> <p>(iii) Evidence of innovative Library service and organization of published work.</p> <p>OR</p> <p>Deputy Librarian having completed three years of service in AGP of Rs. 9000/- and otherwise eligible as per the API scoring system and PBAS methodology developed in UGC regulation 2010 and having with a Ph.D. qualification shall also be eligible.</p> <p>Desirable:</p> <p>M.Phil./ Ph.D. degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript Keeping.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment failing which by Deputation
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation /absorption to be made.	<p>Deputation:</p> <p>Officers of Central/ State Governments, Universities and other Autonomous Organizations: holding analogous posts on regular basis</p> <p>OR</p> <p>Possessing educational qualification and experience as at Sr. No. 7, above.</p>
12	Composition of DPC or Selection Committee	As prescribed under Statute 18 (2)

CENTRAL UNIVERSITY OF HARYANA

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CADRE RECRUITMENT RULES

1	Name of Post	Deputy Librarian
2	Number of Post(s)	One (1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + AGP Rs. 8000
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	50 years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>i. A Master's Degree in Library Science/Information Science/ Documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and a consistently good academic record.</p> <p>ii. Five years' experience as an Assistant University Librarian/College Librarian.</p> <p>iii. Evidence of innovative library service and organization of published work and professional commitment, computerization of library.</p> <p>Desirable: M.Phil./Ph.D. Degree in Library Science/Information Science / Documentation /Archives and Manuscript-keeping /Computerization of Library.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Direct Recruitment/deputation
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	<p>Deputation: Officers of Central/ State Governments, Universities and other Autonomous Organizations: holding analogous posts on regular basis</p> <p>OR</p> <p>Possessing educational qualification and experience as at Sr. No. 7, above</p>
12	Composition of DPC or Selection Committee	As prescribed under Statute 18 (2)

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE

CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Deputy Registrar
2	Number of Post(s)	Two (2)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + Grade Pay Rs. 7600
5	Whether selection or non-selection post	Not Applicable for direct recruitment Selection for promotion
6	Age Limit for Direct Recruits	50 years
7	Education and other qualifications required for direct recruits	Essential: i. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in UGC seven-point scale, with a good academic record. ii. Nine years' experience as Assistant Professor in AGP of Rs. 6000 and above with experience in educational administration, OR Comparable experience in research establishment and/ or other institutions of higher education, OR Five years' administrative experience as Assistant Registrar or in an equivalent post in Grade Pay of Rs.5400. Desirable : Relevant experience in the area of Establishment, Examinations, Finance and Academics.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age : No. Qualification: No, However the candidate must possess at least Bachelor's degree from a recognized university/Institute.
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	75% by direct recruitment 25% by promotion, failing which by deputation / direct recruitment (as per the discretion of the competent authority).
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Assistant Registrar with five years' regular service in PB-3 (Rs. 15600-39100) + Grade Pay Rs. 6600. Deputation:- Officers holding analogous posts on regular basis or with five years regular service in PB-3 (Rs. 15600-39100) + Grade Pay Rs. 6600 in the Central/ State Government, Universities and other autonomous organizations.
12	Composition of DPC or Selection Committee	1. Vice-Chancellor or his nominee - Chairperson 2. Two members of the Executive Council, to be nominated by the Vice Chancellor 3. One outside expert, to be nominated by the Vice-Chancellor 4. A representative of SC/ST/OBC/Minority/ Women/PWD categories (if any of the candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category. 5. Registrar

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CADRE RECRUITMENT RULES

1	Name of Post	Internal Audit Officer
2	Number of Post(s)	One(1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + Grade Pay Rs. 7600
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	Below 56 years
7	Education and other qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Not Applicable
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Deputation
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	<p>Deputation, on recommendation of the Screening Committee:-</p> <p>Officers holding analogous post on regular basis from the office of AG/CAG or any other organisation for Audit & Accounts Services,</p> <p style="text-align: center;">OR</p> <p>with two years' regular service in PB-3 (Rs. 15600-39100) + Grade Pay Rs. 6600 from Central/State Govt., Universities and other autonomous organisation with relevant experience.</p> <p style="text-align: center;">OR</p> <p>with five years' regular service in PB-3 (Rs. 15600-39100) + Grade Pay Rs. 5400 from Central/State Govt., Universities and other autonomous organisation with relevant experience.</p>
12	Composition of DPC or Selection Committee	<p>Screening Committee:</p> <ol style="list-style-type: none"> 1. Vice-Chancellor or his Nominee 2. Two members of the Executive Council, to be nominated by the Vice-Chancellor 3. Registrar 4. Finance Officer 5. One external expert, to be nominated by the Vice-Chancellor

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CADRE RECRUITMENT RULES

1	Name of Post	Assistant Librarian
2	Number of Post(s)	Two (2)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + Academic Grade Pay Rs. 6000
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	45 years
7	Education and other qualifications required for direct recruits	Essential: i. Master's degree in Library Science/ Information Science/ Documentation or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library. ii. Should have qualified the National Eligibility Test (NET) conducted by the UGC or any other agency approved by the UGC. Desirable: PG Diploma in Library Automation and Networking ,PGDCA, or equivalent thereto.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	As prescribed under Statute 18 (2)

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CADRE RECRUITMENT RULES

1	Name of Post	Executive Engineer
2	Number of Post(s)	One (1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + Grade Pay Rs. 6600
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	45 years
7	Education and other qualifications required for direct recruits	Essential: (1) A Bachelor's degree in Civil/ Electrical/ Structural/ Electrical and Electronics Engineering, relevant to the needs of the University, with at least 10 years experience in the relevant field (2) At least 5 years' experience as Assistant Engineer.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Direct Recruitment, falling which by Deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Deputation: Officers of the CPWD/ State Government PWD services or similar organized services/ Semi Government/ PSU/ Statutory or Autonomous organization/ University System:- holding an analogous post; OR with five years regular service as Assistant Engineer possessing a degree in Engineering in the relevant area; OR with seven years' regular service as Assistant Engineer possessing Diploma in Engineering in the relevant area.
12	Composition of DPC or Selection Committee	1. Vice-Chancellor- Chairperson 2. One member of the Executive Council, to be nominated by the Vice-Chancellor 3. One outside expert, to be nominated by Vice-Chancellor 4. Registrar 5. Finance Officer 6. A representative of SC/ ST/ OBC/ Minority Community/ Women/PwD categories (if any of the candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Assistant Registrar
2	Number of Post(s)	Three (3)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3)+Grade Pay Rs. 5400
5	Whether selection or non-selection post	Not Applicable for direct recruitment Selection for promotion
6	Age Limit for Direct Recruits	40 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>i. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale alongwith a good academic record.</p> <p>Desirable:</p> <p>(i) At least three years' experience in supervisory or equivalent cadre in a Group B post in a government department/University/ Educational or Research Institution/ along with proven administrative capabilities.</p> <p>(ii) Knowledge of Computer Applications.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	<p>Age: No</p> <p>Qualification: No, However, the candidate must possess at least Bachelor's degree from a recognized University/ Institute.</p>
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	<p>50% by direct recruitment.</p> <p>50% by promotion by seniority cum fitness, failing which by direct recruitment/deputation.</p>
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	<p>Promotion: Section Officer/ Private Secretary with three years regular service through written test and interview. Inter-se-Seniority be maintained</p> <p>Deputation:-</p> <p>Officers holding analogous posts on regular basis or with 3 years' regular service in PB-2 (Rs. 9300-34800) + Grade Pay Rs. 4600/ 4800 in in a government department/University/ Educational or Research Institution/ Teaching and/or Research experience along with proven administrative capabilities.</p>

12 Composition of DPC or Selection Committee	<ol style="list-style-type: none">1. Vice-Chancellor2. One member of the Executive Council, to be nominated by the Vice-Chancellor3. One outside expert, to be nominated by the Vice-Chancellor4. Registrar5. Finance Officer6. Controller of Examinations7. A representative of SC/ ST/OBC /Minority Community/ Women/ PwD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee do not belong to that category.
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CADRE RECRUITMENT RULES

1	Name of Post	System-Analyst
2	Number of Post(s)	One(1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + Grade Pay Rs. 5400
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	40 Years
7	Education and other qualifications required for direct recruits	Essential: Good Academic Record with at least 55% marks in any of the following Qualifications: B.E./B.Tech. in Electronics Engineering OR Computer Science Engineering OR Information Technology from a recognized University with 5 years' relevant experience OR M.Sc. with PGDCA with 6 years' relevant experience OR M.C.A. with 5 years' relevant experience.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment, failing which by deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Deputation:- Officers of the Central Government, State Government, Union territories, autonomous or statutory organisation, PSUs, University or Recognised Research Institution:- (a) (i) Holding analogous post on a regular basis in the parent cadre or department; or (ii) With 5 years' service rendered after appointment to the post on a regular basis in the Pay Band 9300-34800 with Grade Pay of Rs.4600/4800, or equivalent in the parent cadre or department; and (b) Possessing the qualifications and experience prescribed for direct recruitment under Col. No.7.
12	Composition of DPC or Selection Committee	1. Vice-Chancellor 2. One member of the Executive Council, to be nominated by the Vice Chancellor. 3. One outside expert, to be nominated by the Vice-Chancellor. 4. Registrar 5. The Head of the Department/Centre/Unit/ Division/Institution Concerned 6. A representative of SC/ ST/ OBC/ Minority Community/ Women/ PwD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Information Scientist
2	Number of Post(s)	One(1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + Grade Pay Rs. 5400
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	40 Years
7	Education and other qualifications required for direct recruits	<p>Essential: First class M.E./ M.Tech. (Computer Science/ Information Technology) or equivalent OR First class B.E./ B. Tech. (Computer Science/ Information Technology) or equivalent with two years' of relevant experience. OR First Class Master's in Computer Applications (MCA) or equivalent with two years' of relevant experience. OR First Class M.Sc. (Computer Science/ Information Technology) from a recognized University/ Institute with three years' relevant experience</p> <p>Desirable: Relevant Experience in library automation and networking.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment, failing which by deputation
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion /deputation/absorption to be made.	<p>Deputation: Officers of the Central Government, State Government, Union territories, autonomous or statutory organisation, PSU, University or Recognised Research Institution:-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With 5 years' service rendered after appointment to the post on regular basis in the Pay Band 9300-34800 Grade Pay Rs.4600/4800 or equivalent in the parent cadre or department; and</p> <p>(b) Possessing the qualifications and experience prescribed for direct recruitment under Col. No.7.</p>
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1) Vice-Chancellor 2) One member of the Executive Council, to be nominated by the Vice Chancellor 3) Two outside experts, to be nominated by the Vice-Chancellor 4) Registrar 5) Librarian. 6) A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Medical Officer
2	Number of Post(s)	Two(2) (1 male and 1 female)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + Grade Pay Rs. 5400
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	40 Years
7	Education and other qualifications required for direct recruits	A Post Graduate Degree in Medicine from an Institution recognised by the Medical Council of India OR MBBS recognized by Medical Council of India with relevant working experience of two years in Government Hospital or Hospital recognized by the Government Note: For the post of Female Medical Officer at least one year hospital experience in Obstetrics and Gynaecology ward.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment failing which by deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Deputation: Officers of the Central Government, State Government, Union territories, autonomous or statutory organisation, PSUs, University or Recognised Research Institution:- (a) (i) Holding analogous post on a regular basis in the parent cadre or department; or (b) possessing the qualifications and experience prescribed for direct recruitment under Col. No.7.
12	Composition of DPC or Selection Committee	1. Vice-Chancellor 2. One member of the Executive Council, to be nominated by the Vice Chancellor. 3. Two outside experts, to be nominated by the Vice-Chancellor 4. Registrar 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Public Relations Officer
2	Number of Post(s)	One(1)
3	Classification	Group 'A'
4	Scale of Pay/Pay Band/Grade Pay	PB3-Rs.15600-39100+GP of Rs. 5400
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	40 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>a. Master's Degree with at least 55% marks or its equivalent grade of B in the UGC seven-point scale in Journalism and Mass Communication from recognised University/Institute</p> <p>OR</p> <p>Master's degree in any discipline with 60% marks and PG Diploma in Journalism and Mass Communication from recognised University/Institute</p> <p>AND</p> <p>b. Five years' experience in the editorial Department/Centre of any established English/Hindi Newspaper accredited with ABC, National News Agencies, Radio or Television, Film media, reputed advertising agencies with excellent command in speaking in English and Hindi.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment failing which by deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	<p>Deputation:</p> <p>Officers of the Central Government, State Government, Union territories, autonomous or statutory organisation, PSUs, University or Recognised Research Institution:-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre or department; or</p> <p>(b) possessing the qualifications and experience prescribed for direct recruitment under Col. No.7.</p>
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1. Vice-Chancellor 2. One member of the Executive Council, to be nominated by the Vice Chancellor. 3. One outside expert, to be nominated by the Vice-Chancellor 4. Registrar 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories(if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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1 Name of Post	Hindi Officer
2 Number of Post(s)	One(1)
3 Classification	Group 'A'
4 Scale of Pay/Pay Band/Grade Pay	Rs. 15600-39100 (PB-3) + Grade Pay Rs. 5400
5 Whether selection or non-selection post	Not Applicable
6 Age Limit for Direct Recruits	40 Years
7 Education and other qualifications required for direct recruits	<p>Essential: Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level; OR Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level; OR Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level; OR Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as a medium of examination at the degree level; OR Master's degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level.</p> <p style="text-align: center;">AND</p> <p>Three years' experience of using/ applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice-versa, preferably of technical or scientific literature under Central/ State Governments/ Autonomous Body/ Statutory Organizations/ PSUs/ Universities or recognized research or educational institutions. OR Three years' experience of teaching in Hindi and English or research in Hindi or English under Central/ State Governments/ Autonomous Body/ Statutory Organizations/ PSUs/ Universities or recognized research or educational institutions.</p> <p>Desirable: Studied one of the language other than Hindi included in the 8th schedule of the Constitution at 10th level from a recognised board.</p>
8 Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9 Period of probation, if any	Two Years
10 Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11 In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation /absorption to be made.	Not Applicable
12 Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1. Vice-Chancellor- Chairperson 2. One member of the Executive Council to be nominated by the Vice Chancellor. 3. One outside expert, to be nominated by the Vice-Chancellor 4. Registrar 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories(if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Section Officer
2	Number of Post(s)	Four (4)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4600
5	Whether selection or non-selection post	Not Applicable in case of Direct Recruitment Selection in case of Promotion
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	Essential: (i) Bachelor's degree from a recognized University. (ii) At least 03 (three) years' experience in Administration/Accounts/Secretarial work at the level of Assistant in the Grade Pay of Rs. 4200 or eight years experience as UDC or equivalent post in the Grade Pay of Rs. 2400 of any Central/State Govt./University/Public Sector Undertakings and other Central or State Autonomous Bodies or holding equivalent positions in the reputed private institution. (iii) Proficiency in Computer Operation, noting and drafting.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions.	Age : No Qualification : Yes
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	(i) 75% by direct recruitment (based on written test/ skill test), failing which by deputation (ii) 25% by promotion from the cadre of Assistant according to merit in the departmental test, failing which by direct recruitment.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: 05 (five) Years' of regular service from the feeder grade of Assistant in PB-2 (Rs. 9300-34800) + Grade Pay Rs. 4200 according to merit in the departmental test. Deputation: Officers holding analogous post on regular basis or with three years' regular service in PB-2 (Rs. 9300-34800) + Grade Pay Rs. 4200 or equivalent in the Central/ State Governments, Universities or autonomous organizations and possessing the qualifications as prescribed for direct recruits at Sr. No. 7, above
12	Composition of DPC or Selection Committee	DPC: a) Registrar -- Chairman b) Finance Officer c) Controller of Examinations d) Deputy Registrar (Estt.) Selection Committee: 1. A Nominee of the Vice-Chancellor - Chairman 2. One outside expert, to be nominated by the Vice-Chancellor 3. Registrar 4. Finance Officer 5. A representative of SC/ST/ OBC/Minority Community/ Women/ PwD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Security Officer
2	Number of Post(s)	One (1)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4600
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	<p>Essential: Bachelor's Degree with five years' experience as Security Supervisor/ supervisory position in security in a Govt. Office, Educational Institute/ Private Organization of repute;</p> <p>OR Persons who have served in the Army or such Uniformed service at JCO level or equivalent or above with at least Class 10th standard pass or Army Class I examination or an equivalent examination.</p> <p>AND Holding a valid Driving License to drive Jeep/Motor Cycle.</p> <p>Desirable: (i) Completion of a course in Fire Fighting or Unarmed Combat Course in Army or Para-Military Forces. (ii) Should be able to speak English and Hindi.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment failing which by deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	<p>Deputation: Officer from the Central/State Govt./ Universities/ other autonomous organizations</p> <p>(i) Holding analogous post on regular basis</p> <p>OR</p> <p>(ii) with three years' regular service in the Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200.</p>
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1. A Nominee of the Vice-Chancellor-Chairperson 2. One member of the Executive Council, to be nominated by the Vice Chancellor. 3. One outside expert, to be nominated by the Vice-Chancellor 4. Registrar 5. Proctor 6. Finance Officer 7. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Assistant Engineer
2	Number of Post(s)	1
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4600
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>(1) A Bachelor's degree in Civil/ Electrical/Structural Engineering from a recognized University with at least three years' experience in the related field.</p> <p>(2) At least 2 years' experience as Junior Engineer.</p> <p>Desirable:</p> <p>Good knowledge of computer applications.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Direct Recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1. A nominee of the Vice-Chancellor - Chairperson 2. One member of the Executive Council, to be nominated by the Vice Chancellor. 3. One outside expert, to be nominated by the Vice-Chancellor 4. Registrar 5. Executive Engineer. 6. A representative of SC/ST/ OBC/Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Private Secretary
2	Number of Post(s)	Five (5)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable in case of Direct Recruitment Selection in case of promotion
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	Essential: (i) Bachelor's degree from a recognized University/Institute. (ii) At least three years' experience as Personal Assistant or 5 years' experience as Stenographer in a university/research establishment/Central/State Govt./ PSU or other autonomous bodies. (iii) English/Hindi Stenography speed: 120 wpm in English or 100 wpm in Hindi. Desirable: Proficiency in English and good communication skills or knowledge of Computer Applications. Skill Test Norms on Computer Dictation: 10 minutes @ 120 w.p.m./100 w.p.m. Transcription : 50 minutes (English) 60 minutes (Hindi)
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age : No Qualification : Yes
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	50% by direct recruitment 50% by promotion by seniority cum fitness from the cadre of Personal Assistant according to merit in the departmental test, failing which by direct recruitment/deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion : Personal Assistant with 05 (five) years' regular service in the Scale of Rs.9300-34800, GP-Rs. 4200/-. Deputation: Persons holding analogous posts on regular basis or with 3 years' regular service as PA/Senior Stenographer in the scale of pay of Rs.9300-34800 + GP Rs.4200/- of any Central/State Govt./University/Public Sector Undertakings and other Central or State Autonomous Bodies and fulfilling the educational qualifications and other professional requirements as prescribed at col.7.
12	Composition of DPC or Selection Committee	DPC: 1. Registrar --Chairman 2. Finance Officer 3. Controller of Examinations 4. One expert, to be nominated by the Vice-Chancellor ensuring proper representation to SC/ST/PH or women 5. Deputy Registrar (Estt.) Selection Committee: 1. A Nominee of the Vice-Chancellor- Chairperson 2. Registrar 3. Finance Officer 4. One outside expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Nurse
2	Number of Post(s)	One (1)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	Essential: i. B.Sc. Nursing from a recognized University/ Institution. OR Diploma in General Nursing and Midwifery (GNM). ii. Registered as Nurse in the Indian Nursing Council or its affiliated State Nursing Council. iii. Two years for B.Sc. degree holders and three years' experience for Diploma holders in Nursing in a reputed Hospital.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/ deputation/absorption, grades from which Promotion/deputation /absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	1. A Nominee of the Vice-Chancellor-Chairperson 2. One outside expert to be nominated by the Vice-Chancellor 3. Registrar 4. One medical officer nominated by the Vice-Chancellor 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories(if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Assistant
2	Number of Post(s)	Eight (8)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable for direct recruitment Selection for promotion
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	Essential: 1. A Bachelor's degree from a recognized University. 2. Two years' experience in administrative/ accounts works as UDC in Grade pay of Rs. 2400/- or equivalent post in a University/ Affiliated College/ Govt. /Public Undertaking of repute. Desirable 1. Good knowledge of computer applications
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	50% by direct recruitment through written test and skill test. 50% promotion by seniority cum fitness from the cadre of UDCs according to merit in the departmental test, failing which by direct recruitment/deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: UDC with five years' regular service in PB-1 (Rs. 5200-20200) + Grade Pay Rs. 2400. Deputation: Persons holding analogous posts on regular basis or with 3 years' regular service as UDC in the scale of pay of Rs.5200-20200 + GP Rs.2400 of any Central/State Govt./University/Public Sector Undertakings and other Central or State Autonomous Bodies and fulfilling the educational qualifications and other professional requirements as prescribed at Sr. No. 7 above
12	Composition of DPC or Selection Committee	DPC: 1. Registrar - Chairman 2. Finance Officer 3. Controller of Examinations 4. Deputy Registrar (Estt.) Selection Committee: 1. Registrar - Chairperson 2. One outside expert, to be nominated by the Vice-Chancellor 3. Finance Officer 4. Controller of Examinations 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Personal Assistant
2	Number of Post(s)	Three (3)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>i. Bachelor's Degree from a recognized University/ Institute.</p> <p>ii. Proficiency in Stenography in English/ Hindi with minimum speed of 100 w.p.m.</p> <p>iii. Proficiency in Typing-40 w.p.m. in English or 35 w.p.m. in Hindi on computer.</p> <p>iv. At least two years' experience as Jr. Stenographer/Stenographer in Central/ State Governments, University/ Research Institution or Autonomous organization.</p> <p>Desirable: Good knowledge of computer applications.</p> <p>Skill Test Norms on Computer</p> <p>Dictation: 10 minutes @ 100 w.p.m.</p> <p>Transcription : 40 minutes (English) 55 minutes (Hindi)</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	<p>1. Registrar – Chairperson</p> <p>2. One outside expert, to be nominated by the Vice-Chancellor</p> <p>3. Finance Officer.</p> <p>4. Controller of Examinations</p> <p>5. A representative of SC/ ST/OBC /Minority /Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.</p>

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CADRE RECRUITMENT RULES

1	Name of Post	Hindi Translator
2	Number of Post(s)	One (1)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>i. Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level</p> <p>OR</p> <p>Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level</p> <p>OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of a examination at the degree level;</p> <p>OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of a examination at the degree level;</p> <p>OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level;</p> <p>AND</p> <p>ii. Recognized Diploma or Certificate course in translation from Hindi to English & vice versa or two years' experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government of India Undertaking.</p> <p>Desirable: Studied one of the language other than Hindi included in the 8th schedule of the Constitution at 10th level from a recognised board.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment falling which by deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	<p>Deputation: Officers from the Central Govt./ State Govt./University System or other similar organisations: holding analogous posts;</p> <p>OR</p> <p>with three years' service in posts in the scale of Rs. 5200-20200 (PB-1) + Grade Pay Rs. 2800/ 2400 or equivalent;</p> <p>OR</p> <p>with eight years' service in posts in the in the scale of Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1900 or equivalent.</p> <p>AND</p> <p>Possessing educational and other qualifications as prescribed for direct recruits at Col. 7.</p>
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> Registrar- Chairperson Finance Officer One outside expert, to be nominated by the Vice-Chancellor The Head of the Department/Centre/Unit/ Division/Institution Concerned A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Junior Engineer (Civil)
2	Number of Post(s)	One (1)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	<p>Essential: A Bachelor's degree in Civil Engineering from a recognized University with at least two years' experience ,OR A diploma in Civil Engineering with atleast 5 years' experience in supervision of erection/maintenance of civil works.</p> <p>Desirable: Good knowledge of computer applications.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1. Registrar - Chairperson 2. One outside expert, to be nominated by the Vice-Chancellor 3. Finance Officer 4. Executive Engineer. 5. A representative of SC/ ST/OBC /Minority /Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Junior Engineer (Electrical)
2	Number of Post(s)	One (1)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	<p>Essential: A Bachelor's degree in Electrical Engineering from a recognized University with at least two years' experience</p> <p style="text-align: center;">OR</p> <p>A Diploma in Electrical Engineering with atleast 5 years' experience in supervision of erection/maintenance of electrical works.</p> <p>Desirable: Good knowledge of computer applications.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1. Registrar - Chairperson 2. Finance Officer 3. One outside expert, to be nominated by the Vice-Chancellor 4. Executive Engineer <p>A representative of SC/ ST/OBC /Minority /Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.</p>

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CADRE RECRUITMENT RULES

1	Name of Post	Professional Assistant
2	Number of Post(s)	One (1)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable for direct recruitment non-selection for promotion
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	Essential: Master's degree in Library & Information Science from a recognised University /Institute with two years' experience in the relevant field in a university/research establishment/Central/State Govt./ PSU and other autonomous bodies library. OR (i) Bachelor's degree in Library/ Library & Information Sciences from a recognised University /Institute. (ii) Three years' experience in the relevant field in a university/research establishment /Central /State Govt./ PSU and other autonomous bodies' library. (iii) Knowledge of Computer applications. Desirable: PG Diploma in Library Automation and Networking or PGDCA or equivalent.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	50% by direct recruitment. 50% by promotion, by seniority cum fitness, failing which by deputation/ direct recruitment.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/absorption to be made.	Promotion: Semi Professional Assistant by seniority cum fitness with five years regular service in the Grade Pay of Rs 2800. Deputation: Persons holding analogous posts on regular basis or with 3 years' regular service as UDC in the scale of pay of Rs.5200-20200 + GP Rs.2800 of any Central/State Govt./University/Public Sector Undertakings and other Central or State Autonomous Bodies and fulfilling the educational qualifications and other professional requirements as prescribed at Sr. No. 7, above
12	Composition of DPC or Selection Committee	1. Registrar- Chairperson 2. One outside expert, to be nominated by the Vice-Chancellor 3. Controller of Examinations 4. Librarian 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Senior Technical Assistant (Computer)
2	Number of Post(s)	One (1)
3	Classification	Group 'B'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 9300-34800 (PB-2) + Grade Pay Rs. 4200
5	Whether selection or non-selection post	Not Applicable in case of Direct Recruitment Selection in case of Promotion
6	Age Limit for Direct Recruits	35 Years
7	Education and other qualifications required for direct recruits	Essential: M.E. / M.Tech. (Computer Science/ Information Technology) or equivalent with 55% marks. OR First class B.E./B. Tech (Computer Science/ Information Technology)/MCA or equivalent with two years' of relevant experience. OR First Class M.Sc. (Computer Science/ Information Technology) from a recognized University/Institute with three years' of relevant experience.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	50% by direct recruitment 50% by promotion by seniority cum fitness failing which by Direct Recruitment.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Technical Assistant with five years' regular service in PB-1 (Rs. 5200-20200) + Grade Pay Rs. 2800
12	Composition of DPC or Selection Committee	1. Registrar- Chairperson 2. Finance Officer 3. Controller of Examinations 4. One outside expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories(if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Semi Professional Assistant
2	Number of Post(s)	Two (2)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 2800
5	Whether selection or non-selection post	Not Applicable for direct recruitment Non-selection for promotion
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: (i) A Bachelor's Degree in Library Science/Library & Information Science with at least 50% Marks from a recognized University. (ii) Knowledge of Computer Application Desirable: (i) PG Diploma in Library Automation and Networking or PGDCA. (ii) Two years' experience of working in Library.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	50% by direct recruitment 50% by promotion by seniority cum fitness, failing which by direct recruitment.
11	In case of recruitment by promotion /deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Library Assistant by seniority cum fitness with eight years regular service in PB-1 (Rs. 5200-20200) + Grade Pay Rs. 2000.
12	Composition of DPC or Selection Committee	Selection Committee: 1. Registrar, Chairperson 2. Finance Officer 3. Librarian 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ ST/ OBC/ Minority/ Women /PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category. Departmental Promotion Committee: a) Registrar ... Chairman b) Librarian c) One expert, to be nominated by the Vice-Chancellor ensuring proper representation to SC/ST/PH or women

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CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Security Inspector
2	Number of Post(s)	One (1)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 2800
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>Bachelor's degree from a recognised University/Institution with three years experience as Security Supervisor/Supervisory Position in Security in a Govt. Office, Educational Institute/Private Organisation of repute.</p> <p>OR</p> <p>Persons who have served for 15 years in the Army or such Uniformed service with at least Class 10th pass or Army Class I examination or an equivalent examination.</p> <p>AND</p> <p>Holding a valid Driving Licence (Car/Jeep and Motor Cycle).</p> <p>Desirable: Completion of a course in Fire Fighting or Unarmed Combat Course in Army or Para-Military Force.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1. Registrar – Chairperson 2. Finance Officer 3. Controller of Examinations 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories(if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Pharmacist
2	Number of Post(s)	One (1)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 2800
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>(i)10+2 in Science subjects from a recognized Board.</p> <p>(ii)Diploma in Pharmacy from an Institute recognized by the Pharmacy Council of India.</p> <p style="text-align: center;">OR</p> <p>Bachelor's degree in Pharmacy from a recognized University/Institute approved by the Pharmacy Council of India.</p> <p>(iii)Registered as Pharmacist under the Pharmacy Act, 1948.</p> <p>Experience : At least 3 years' relevant working experience.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	<ol style="list-style-type: none"> 1. Registrar – Chairperson 2. A Medical Officer, to be nominated by the Vice Chancellor 3. Finance Officer or Controller of Examinations nominated by the Vice-Chancellor 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ST/ OBC/Minority/ Women/PWD categories(if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Upper Division Clerk
2	Number of Post(s)	Eight (8)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 2400
5	Whether selection or non-selection post	Not Applicable for direct recruitment Non-selection for promotion
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: (i) Bachelor's degree from a recognized University. (ii) At least 02 years' experience as LDC or equivalent post in university/research establishment/Central/State Govt./ PSU/ Autonomous bodies or holding equivalent position in reputed Private Organisation. (iii) Knowledge of computer applications.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	No
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	(i) 50% by Direct Recruitment. (ii) 50% promotion by seniority cum fitness from the cadre of LDCs according to merit in the departmental test, failing which by direct recruitment/deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Lower Division Clerk by seniority cum fitness with five years regular service in PB-1 (Rs. 5200-20200) + Grade Pay Rs. 1900. Deputation: Persons holding analogous posts on regular basis or with 3 years regular service as LDC in the scale of pay of Rs.5200-20200 + GP Rs.1900 of any Central/State Govt./University/Public Sector Undertakings and other Central or State Autonomous Bodies and fulfilling the educational qualifications and other professional requirements as prescribed at Sr. No. 7 above
12	Composition of DPC or Selection Committee	Selection Committee: 1. Registrar – Chairperson 2. Finance Officer 3. Controller of Examinations or Librarian, nominated by the Vice-Chancellor 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ ST/ OBC/ Minority /Women / PWD categories (if any of candidates representing these categories is an applicant, to be nominated by the Vice Chancellor) if any of the above mentioned members of the Selection Committee does not belong to that category. Departmental Promotion Committee: a) Registrar ... Chairman b) Head of the Section concerned c) Two members to be nominated by the Vice-Chancellor ensuring proper representation to SC/ST/PWD or women d) Deputy Registrar (Establishment)

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CADRE RECRUITMENT RULES

1	Name of Post	Library Assistant
2	Number of Post(s)	Two (2)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 2000
5	Whether selection or non-selection post	Not Applicable for direct recruitment Non-Selection for promotion
6	Age Limit for Direct Recruits	32 years
7	Education and other qualifications required for direct recruits	Essential: i. Bachelor's degree in Library Science/ Library & Information Science from a recognized university. ii. Knowledge of computer applications. iii. Typing speed of 30 wpm in English Desirable: Two years relevant experience in a Library of repute, and good knowledge of Library Software Applications.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	75% by direct recruitment 25% by promotion by seniority cum fitness from the cadre of Library Attendants according to merit in the departmental test, failing which by direct recruitment/deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Library Attendant by seniority cum fitness possessing 10+2 qualification or equivalent and certificate in Library Science with five years regular service in PB-1 (Rs. 5200-20200) + Grade Pay Rs. 1800.
12	Composition of DPC or Selection Committee	Selection Committee: 1. Registrar - Chairperson 2. Librarian 3. Finance Officer or Controller of Examinations, to be nominated by the Vice Chancellor 4. One outside Expert, nominated by the Vice-Chancellor 5. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category. Departmental Promotion Committee: a) Registrar ... Chairman b) Librarian c) Dy. Librarian / Dy. Registrar (Establishment) d) One expert to be nominated by the Vice-Chancellor ensuring proper representation to SC/ST/PWD or women

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CADRE RECRUITMENT RULES

1	Name of Post	Caretaker
2	Number of Post(s)	One (1)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1900
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: (i) 10+2 or equivalent qualification from a recognized Board. (iii) Five Years' experience of maintenance including sanitation, upkeep & security. Desirable: Good knowledge of computer application.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	Direct Recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	Selection Committee: 1. Registrar – Chairperson 2. Finance Officer or Controller of Examinations to be nominated by the Vice-Chancellor 3. One outside Expert, to be nominated by the Vice-Chancellor 4. A representative of SC/ ST/ OBC/ Minority/ Women/ PWD categories (if any of candidates representing these categories is an applicant, to be nominated by the Vice Chancellor) If any of the above mentioned members of the Selection Committee does not belong to that category.

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CADRE RECRUITMENT RULES

1	Name of Post	Lower Division Clerk
2	Number of Post(s)	16 (Sixteen) including 2 posts of caretaker merged under the category of LDC)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1900
5	Whether selection or non-selection post	Not Applicable for direct recruitment Non-Selection for promotion
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: (i) 10+2 or equivalent qualification from a recognized Board. (ii) Working knowledge of Computer Desirable: Graduate from a recognized university Skill Test Norms on Computer:- English Typing @ 35 w.p.m. or Hindi Typing @ 30 w.p.m. (Time allowed – 10 minutes) (35w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 Key depression for each word)
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	As indicated in Column No.10
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	i. 85% by direct recruitment ii. 10% of vacancies shall be filled from amongst the Group 'C' Staff in the Grade pay of Rs. 1800 by seniority cum fitness and who possess 12 ⁺ Class pass or equivalent qualification and have rendered three years regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years (50 years for SC/ST). Note: if more of such employees than the number of vacancies available under clause (ii) qualified at the examination, such excess number of employee shall be considered for filling the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualify at a later examination. iii. Promotion: 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group 'C' employees who have eight years' regular service in posts with the Grade pay of Rs. 1800. Note: Direct Recruitment should be through an appropriate mechanism i.e. written test, typing test, computer aptitude/skill test.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion : As indicated in Sr. No. 10, above.
12	Composition of DPC or Selection Committee	Selection Committee: 1. Registrar – Chairperson 2. Finance Officer 3. Controller of Examinations or Librarian, to be nominated by the Vice-Chancellor 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ST/OBC/Minority/Women/PWD categories (if any of candidates representing these categories is an applicant, to be nominated by the Vice Chancellor) If any of the above mentioned members of the Selection Committee does not belong to that category. Departmental Promotion Committee: a) Registrar ... Chairman b) Finance Officer c) Controller of Examinations d) Two experts, to be nominated by the Vice-Chancellor ensuring proper representation to SC/ST/PH or women

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE
CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Driver
2	Number of Post(s)	Five(5)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1900
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential:- i. Class 10th standard from a recognized School/ Board. ii. Possession of a valid driving license for Light/Medium/Heavy motor vehicles issued by the competent authority having no adverse endorsement. iii. Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicles). iv. Experience of driving motor vehicles for at least five years.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment/ through skill test.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable
12	Composition of DPC or Selection Committee	1. Registrar - Chairperson 2. Finance Officer 3. Controller of Examinations 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ST/OBC/Minority/ Women/PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE

CENTRAL UNIVERSITY OF HARYANA

CADRE RECRUITMENT RULES

1	Name of Post	Cook
2	Number of Post(s)	Three (3)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1900
5	Whether selection or non-selection post	Not Applicable for direct recruitment Selection for promotion
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: i. Class 10th Standard from a recognized School/ Board ii. Two years' experience in cooking/ catering services in educational institutions/ guest houses, canteen/mess or experience of working as cook in reputed hotels, restaurants. Desirable:- i. ITI Trade Certificate in Bakery & Confectionery (one year duration) ii. Experience in preparation of food items both of South Indian/ North Indian cuisine and Continental cuisine.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Qualification: Yes
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	50% by direct recruitment 50% by promotion by seniority cum fitness from the cadre of Kitchen Attendants according to merit in the departmental test, failing which by direct recruitment/deputation.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Kitchen Attendant with five years' regular service in PB-1 (Rs. 5200-20200) + Grade Pay Rs. 1800.
12	Composition of DPC or Selection Committee	1. Registrar – Chairperson 2. Finance Officer 3. Controller of Examinations 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ST/OBC/Minority/Women/PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE

CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Hindi Typist
2	Number of Post(s)	One (1)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1900
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	(i) 10+2 or equivalent qualification from a recognized Board. (ii) Hindi Typing @ 30 w.p.m. (30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 Key depression for each word) (iii) Working knowledge of Computer
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	Selection Committee: 1. Registrar – Chairperson 2. Finance Officer 3. Controller of Examinations or Librarian, to be nominated by the Vice-Chancellor 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ ST / OBC /Minority/ Women/PWD categories (if any of candidates representing these categories is an applicant, to be nominated by the Vice Chancellor) if any of the above mentioned members of the Selection Committee does not belong to that category.

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE

CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Medical Attendant (Dresser)
2	Number of Post(s)	One (1)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs.5200-20200/-, PB-1, GP-1800
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: 12 th standard passed from any recognized Board with Science as one of the subjects. OR 12 th standard passed from any recognized Board And Having passed MPHW (F) (Multi Purpose Health Worker) or general nursing midwifery course from a recognised institute.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	1. Registrar – Chairperson 2. Controller of Examinations 3. A Medical Officer, nominated by the Vice-Chancellor 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ST/OBC/Minority/Women/PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE

CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Laboratory Attendant (Computer)
2	Number of Post(s)	one (1)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1800
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: i. 10+2 or its equivalent with Science subject from a recognized Board. ii. Diploma in Computer Application from a recognised institution Desirable: At least one year' relevant experience.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	Selection Committee: 1. Registrar – Chairperson 2. Finance Officer 3. Controller of Examinations 4. One outside Expert, to be nominated by the Vice Chancellor 5. A representative of SC/ ST/ OBC/ Minority/ Women/PWD categories (if any of candidates representing these categories is an applicant, to be nominated by the Vice Chancellor) if any of the above mentioned members of the Selection Committee does not belong to that category.

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE
CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Multi Tasking Staff (MTS)
2	Number of Post(s)	Two (2)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1800
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: Matriculation or equivalent. OR ITI pass in the relevant subject where technical qualifications are considered necessary
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not applicable
12	Composition of DPC or Selection Committee	1. Registrar - Chairperson 2. Finance Officer 3. Controller of Examinations 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of SC/ST/OBC/Minority /Women/PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE
CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Hostel Attendant
2	Number of Post(s)	Two (2)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1800
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: 10 th Pass from any recognized State/Central Board. Desirable: i) Two years of experience of working in Hostel/Canteen/Guest House ii) Knowledge of operating office equipments
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	1. Registrar – Chairperson 2. Finance Officer 3. Controller of Examinations 4. One outside Expert, nominated by the Vice-Chancellor 5. A representative of SC/ST/OBC/Minority/Women/PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE
CENTRAL UNIVERSITY OF HARYANA
CADRE RECRUITMENT RULES

1	Name of Post	Library Attendant
2	Number of Post(s)	Four (4)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1800
5	Whether selection or non-selection post	Not Applicable for direct recruitment
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	<p>Essential:</p> <p>i. 10+2 or its equivalent examination from a recognized Board.</p> <p>ii. Certificate course in Library Science from a recognized Institution.</p> <p>iii. Relevant experience of one year</p> <p>Desirable:</p> <p>Basic knowledge of computer applications.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	<p>1. Registrar – Chairperson</p> <p>2. Librarian</p> <p>3. Finance Officer</p> <p>4. Controller of Examinations</p> <p>5. One outside Expert, to be nominated by the Vice-Chancellor</p> <p>6. A representative of SC/ST/OBC/Minority/Women/PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.</p>

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CENTRAL UNIVERSITY OF HARYANA

APPENDIX I

SCHEDULE

CADRE RECRUITMENT RULES

1	Name of Post	Kitchen Attendant
2	Number of Post(s)	Two (2)
3	Classification	Group 'C'
4	Scale of Pay/Pay Band/Grade Pay	Rs. 5200-20200 (PB-1) + Grade Pay Rs. 1800
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	32 Years
7	Education and other qualifications required for direct recruits	Essential: (i) Class 10 th Standard from a recognized School/ Board. OR ITI Trade Certificate in the relevant field (ii) Two years' relevant experience in cooking/ catering services in an educational institution/ guest house, reputed hotel, restaurant, etc.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% Direct Recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	1. Registrar – Chairperson 2. Finance Officer 3. Controller of Examinations 4. One outside Expert, to be nominated by the Vice-Chancellor 5. A representative of the SC/ST/OBC/Minority/ Women/PWD categories (if any of candidates representing these categories is an applicant) to be nominated by the Vice Chancellor, if any of the above mentioned members of the Selection Committee does not belong to that category.

दुसरासभिन कार्यालय, हरियाणा केंद्रीय विश्वविद्यालय
Registrar Officer, Central University of Haryana

प्राप्ति सं./ Receipt No. 2771
दिनांक / Dated 13/05/16

WADHWANI
FOUNDATION

NEN
NATIONAL
ENTREPRENEURSHIP NETWORK

NON-BINDING MEMORANDUM OF UNDERSTANDING

Name of the Institute Partner:	Central University of Haryana, Mahendergarh
City:	Mahendergarh
Address:	Jant - Pali villages, 123031
Term:	1 st April, 2016 (Effective Date) to 31 st March, 2019

NEN is the flagship initiative of the Wadhvani Foundation founded in 2003 by Dr. Romesh Wadhvani for philanthropic objectives. The Foundation is driving economic growth in India and other countries through large-scale initiatives in job creation and skill development. (www.wadhvani-foundation.org, www.nen.org)

NEN, has been a pioneer in building entrepreneurial ecosystem across the country and plays a pivotal role in job creation through entrepreneurship development.

By entering into this Memorandum of Understanding (MoU) which is non-binding in nature and does not create any legal obligations between the Parties, except for the confidentiality provisions in this MoU, the Institute Partner and NEN agree to work together to systematically develop the entrepreneurship capabilities of the Institute Partner leveraging NEN high impact methodologies, models, content frameworks and best practices for entrepreneurship development and sustainable infrastructure and programs.

Institute Partner and NEN are hereinafter individually referred to as a "Party" and collectively as the "Parties" as the context may require.

1. GOALS AND SCOPE OF THE PARTIES:

a) **Intent and goals:**
The common intent and goals of both Parties in this MoU is to develop impactful programs, people capacity, institutional and organizational structures and policies within the Institute Partner for entrepreneurship development towards the goal of creating entrepreneurial students, student entrepreneurs, and new entrepreneurs.

b) **Roles of the Parties:**
Both Parties are committing to sincerely fulfilling their roles and responsibilities to the fullest in order to accomplish the defined goals mutually outlined by them. Specifically responsibilities include:

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NEN shall provide the following:

- Overall guidance on the development of entrepreneurship ecosystem at the Institute Partner.
- Define goals and outcomes in a progressive manner for highest success by structuring the Partner's development process towards the expected outcomes.
- Guide and create access to developing faculty and students through training, practice and mentoring as required. Faculty would be enabled to run entrepreneurship educational programs, facilitate experiential programs, and work effectively with student entrepreneurs and new start-ups.
- Deliver support for students and student entrepreneurs through online and classroom training, experiential learning, mentoring and networking.
- Experiential content, curricula, tools and how to use it for different kinds of programs including courses, competitions, mentoring programs, campus companies etc.
- Tools and methodologies for measuring progress and outcomes from programs.
- Guidance and support in building entrepreneur community more specifically in building entrepreneurial panels of mentors, and experts for the various kinds of programs.
- Access to NEN resources including online courses, entrepreneur videos, mentor connect, entrepreneur support services, webinars and clinics for entrepreneurs etc.

Institute Partner shall provide the following:

- Full commitment from the management to help develop the institution's entrepreneurship capacity.
- Facilitate necessary policies to enable integration of entrepreneurship education within the Institute Partner.
- Facilitate & support entrepreneurship courses, programs and activities on a regular basis; Allocate necessary resources and permissions to enable implementation.
- Assign at least 2 faculty with a deep interest in entrepreneurship and are willing to be trained to mentor and train mentor students to develop them into entrepreneurs and entrepreneurial leaders.
- Facilitate necessary permissions to integrate the NEN curriculum and the Ecell program as part of the mainstream syllabus or as elective courses.
- The Institute Partner on a quarterly basis will share the details of student entrepreneurs on campus, alumni entrepreneurs, students joining Startups and details of students participating in various entrepreneurship programs through the year. The NEN Trust may publish aggregate information on impact both within and outside the network.
- The institute will also share, at the start of the year/semester, the database of students enrolling for entrepreneurship courses/programs and on a monthly basis the details of Ecell activities and participation.
- Institute Partner to enthuse & engage students towards entrepreneurship.

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- Assign dedicated faculty team with the interest, motivation and ability to be an entrepreneur educator and facilitator. Enable their training and exposure progressively to maximize impact.
- Create accountability for the team to show progress and results in entrepreneurship development.
- The Institute Partner will acknowledge NEN, as a patron organization, in programs & events run for entrepreneurship development. NEN will similarly appropriately showcase the Institute Partner's levels of outcomes and development based on the current standards at the network.

2. REVIEW PROCESS

Both Parties should expect to review progress at least on a half yearly basis to ensure that things stay on track. Additionally, we should expect that the final review of the year would be in the presence of the Head of the Institute Partner to ensure that the management is fully appraised on the development. The Institute Partner would be expected to track progress and data of students, student entrepreneurs, and entrepreneurs that they will work with during the course of this association.

3. BRANDING

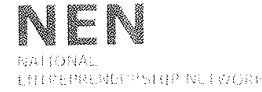
NEN strives to support and grow the best programs and institutes beyond the confines of this MoU and hence would happily both co-brand, co-certify and market Partner programs. However, the NEN brand is upheld not only because of the lead thinking in Entrepreneurship & best practices but also for the quality of Content, Program Management, Delivery Standards, Material, tools, etc. Hence any co-branding, co-certification, IP and marketing association for a program would be subject to quality assessment and prior approval on a case to case basis with individual partners and respective programs. This MoU does not automatically include co-branding or co- certification or marketing of programs run by Partner institutions. Any discussions on those would be on a case to case basis between the Institute Partner and NEN.

4. INTELLECTUAL PROPERTY RIGHTS

Each Party shall retain all Intellectual Property Rights in their respective Intellectual Property and nothing contained in this MoU, nor the use of the Intellectual Property on the publicity, advertising, promotional or other material in relation to the fulfilment of the obligations of the Parties contained herein shall be construed as giving to any Party any right, title or interest of any nature whatsoever to any of the other Party's Intellectual Property. Without prejudice to the generality of the foregoing but notwithstanding anything contrary contained herein, the Institute Partner shall own and retain ownership (as the case may be)

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of all Intellectual Property Rights in the Institute Partner IP, and NEN shall own and retain ownership (as the case may be) of all Intellectual Property Rights in the NEN IP.

5. REPRESENTATIONS AND WARRANTIES

- a) Each Party hereby represents and warrants to the other that all the Intellectual Property made available or contributed by it hereunder does not violate the Intellectual Property Rights of any third party.
- b) It is duly organized, validly existing and in good standing under the laws of its incorporation and has all requisite power and authority to enter into this MOU; and
- c) The execution, delivery and performance by such Party of this MOU has been authorised by all necessary and appropriate corporate or governmental action and will not, to the best of its knowledge, violate any applicable law or approval presently in effect and applicable to it

6. CONFIDENTIALITY

- i. The Parties acknowledge that during the term of this MoU each Party may obtain confidential and/or proprietary information of the other Party including but not limited to financial or business information, contracts and employee details (collectively, "Proprietary Information"). Such Proprietary Information shall belong solely to the disclosing Party. Proprietary Information shall not include information that is or becomes publicly known through no wrongful act of the receiving Party
- ii. The receiving Party shall not disclose Proprietary Information to third parties without the prior written consent of the disclosing Party. The receiving Party agrees to undertake reasonable measures to ensure that the Proprietary Information is kept confidential and to disclose Proprietary Information to its employees, officers, directors or representatives on a need to know basis only.
- iii. The receiving Party also agrees to report immediately to the disclosing Party any unauthorized disclosure of Proprietary Information of which it has knowledge.

7. TERM, RENEWAL AND TERMINATION

- i) Subject to the execution of the definitive agreements this MoU shall be in force for a period of 3 (three) years from the Effective Date ("Term").
- ii) The Term may be extended by the mutual consent of the Parties in writing. In the event the Parties seek to extend the Term they shall do so by entering into a new agreement, containing mutually agreed terms, within 30 (thirty) days prior to the expiry of the Term.

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- iii) This MOU may be amended at any time before the expiry of its term by the mutual agreement of the Parties in writing. This MOU may be renewed by the mutual consent of the Parties any time before the expiry of its original term for such further term as may be mutually agreed to by the Parties.
- iv) This MoU may be terminated by either Party with immediate effect in the event that the other Party commits a breach of any representation, obligation, or term of this MoU and the same is not cured within 30 (thirty) days of receipt of a written notice from the Party.
- v) This MoU may be terminated without cause by service of a prior written notice of 60 (sixty) days. Regardless of the termination of this MoU, the Parties responsibilities and obligations hereunder shall continue with respect to the roles and responsibilities mentioned above in Clause 1 prior to the date of termination.
- vi) Any waiver of any right or remedy under this MOU shall be effective only if it is in writing and signed by or on behalf of the Party entitled to exercise such right or remedy. Any delay by any Party in exercising, or failure to exercise, any right or remedy under this MOU shall not constitute a waiver of the right or remedy under this MOU or a waiver of any other rights or remedies and no single or partial exercise of any rights or remedies under this MOU or otherwise shall prevent any further exercise of a right or remedy or the exercise of any other right or remedy. No waiver by a Party of any failure(s) of the other Party to perform any provision of this MOU shall operate or be construed as a waiver in respect of any other or further failure whether of a like or different character.

8. ARBITRATION AND GOVERNING LAW

- a) This MOU shall be governed by and construed in accordance with laws of India.
- b) The Parties agree that provisions contained in this MOU do not create any legal obligations between the Parties.
- c) Any difference or dispute between the Parties concerning the interpretation and/or implementation and/or application of any of the provisions of this MOU shall be settled amicably through mutual consultation or negotiations between the Parties. If the dispute cannot be resolved within a period of 15 (fifteen) days from the date on which the dispute arises between the senior executives of the Parties, the disputing Party may approach the Courts at Bangalore. The Parties agree to submit themselves to the exclusive jurisdiction of the Court at Bangalore to settle any dispute under this MoU.
- d) The Parties herein are independent entities. This MoU does not create any agency, partnership, joint venture or any other business relationship between the Parties.

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- e) The Parties are entering into this MOU in good faith and intentions. Neither party will be responsible for any liabilities arising out of death, injury or any legal action in respect of field staff, trainees or any other persons associated with the operationalization of this MOU who is not otherwise a staff of either NEN or Institute Partner.

9. THIRD PARTY

- a) Nothing in this MOU shall mean or shall be construed to mean that either Party is at any time precluded from having similar arrangements with any other person or third party.
- b) The Parties shall wherever necessary enter into written agreements with/without third parties to facilitate the implementation of specific initiatives. Such agreements will be independent and exclusive of this MOU and shall supersede this MOU.
- c) Subject to NEN's right to nominate third parties to implement specific projects through definite agreements, this MOU cannot be assigned by any Party to any third party, without the prior written consent of the other Party.
- d) Any potential conflict of interest arising from the conduct of activity under/ by this MOU should be declared as soon as it is known by the Parties.

10. MISCELLANEOUS

- a) **Entire Agreement:** This MoU constitutes the entire understanding of the Parties with respect to the Project contemplated herein and supersedes any prior or contemporaneous oral or written understanding or communication between the Parties.
- b) **Amendment:** This MoU shall not be amended, changed, modified or discharged in whole or in part except by an instrument in writing signed by both the Parties hereto.
- c) **Relationship of Parties:** Nothing in this MoU shall be construed as creating a relationship of partnership, joint venture, agency or employment between the Parties. Neither Party shall be responsible for the acts nor shall omissions of the other Party, and neither Party shall have the power or authority to speak for or assume any obligation on behalf of the other Party.
- d) **Assignment:** Each Party may assign its rights and obligations under this MoU with the prior written consent of the other Party. Notwithstanding the foregoing, NEN shall be entitled to assign any of its rights and obligations to any of its affiliates without the prior written consent of the Institute Partner. It is clarified that:

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- i. The assignment or alienation of any part or whole of the Institute Partner IP or NEN IP shall not be construed to be an assignment of rights or obligations under this MoU; and
- ii. The delegation of any obligations under this MoU by NEN to any person or entity shall not be construed to be an assignment of rights or obligations under this MoU, so long as NEN remains at all times responsible for its obligations under this MoU.
- e) **Indemnity:** This MoU does not contemplate or provide for the exchange of any funds between the Parties. Therefore, save and except for fraud, no Party shall be liable to indemnify or pay damages to the other Party, its officers, directors, employees or agents from and against any liabilities, costs and expense incurred or suffered, or to be incurred or suffered by the other Party that arise out of or relate to, or result from any breach or termination by either Party of any of the provisions of this MoU.
- f) **Counterparts:** This MOU may be executed two (2) counterparts each of which when so executed and delivered shall be an original in English language, but all of which shall together constitute one and same instrument.
- a) **Notice:** Either Party may, from time to time, change its respective address or representative for receipt of notices or other communications provided for in this MoU by giving to the other Party not less than 10(ten) days prior written notice. Any notice or other formal communication provided for in this MoU shall be in writing in English and may be transmitted by electronic mail, to the Party to be served at its address set forth below:

Institute Partner: <i>vc@cuh.ac.in</i>	NEN – membership@nen.org
---	--------------------------

Name of Institute Partner's key Faculty Leader & Co-leader (s) to manage the Entrepreneurship Development Affiliation and its deliverables:

Faculty Leader 1	Faculty Leader 2
Name: <i>Dr. Sunita Tanwar</i>	Name: <i>Dr. Samiksha Godara</i>
Designation: <i>Assistant Professor</i>	Designation: <i>Assistant Professor</i>
Phone: <i>9971807447</i>	Phone: <i>9416035161</i>
Email: <i>sunitatanwar@cuh.ac.in</i>	Email: <i>samiksha@cuh.ac.in</i>

Subramanya Tech Park,
Plot No. 3 & 3A, EOIZ Industrial Area
Whitefield, Bangalore – 560066
T: +91 80 3307 1000

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Student Leader 1	Student Leader 2
Name: Deepak Verma	Name: Sarita
Phone: 9650433416	Phone: 9812210684
Email: deepakverma1@gmail.com	Email: saritambacuh@gmail.com

Contact Details of Institute Partner's Management Team:

Name: Dr. Sunita Tanwar	Name: Prof. R.C. Kuhad
Designation: Assistant Professor	Designation: Director/Principal Vice Chancellor
Phone: 9971807447	Phone: 9871509870
Email: sunitatanwar@cuh.ac.in	Email: vc@cuh.ac.in

Please note you are required to notify NEN in writing upon making a change.

NEN affiliation for your institute during the current year will be managed by the following member of the NEN team.

Name:
Designation:
Phone:
Email:

Institute Head

रजिस्ट्रार
हरियाणा केन्द्रीय विश्वविद्यालय
गाँव - जौंट पाली

Name: जितेंद्र मन्नेरगढ़ - Keatad
Designation: Vice Chancellor
Date: 14/5/16

NEN, SED Director



(Signature)

Name: Asgar Ahmed
Designation: Director SED, NEN
Date: 01-04-2016

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Annexure-8

 ज्ञान-विज्ञान विमुक्तये डॉ. जितेन्द्र कुमार त्रिपाठी संयुक्त सचिव Dr. Jitendra Kr. Tripathi Joint Secretary	 विश्वविद्यालय अनुदान आयोग University Grants Commission (मानव संसाधन विकास मंत्रालय, भारत सरकार) (Ministry of Human Resource Development, Govt. of India) बहादुर शाह जफ़र मार्ग, नई दिल्ली-110002 Bahadur Shah Zafar Marg, New Delhi-110002 Phone : 011-23239200 फ़ैक्स : 011-23238897 E-mail : jitendratripaithi.ugc@nic.in
	Registrar Office Diary No. 1888 Dated: 04/04/16

By Speed Post

No.F.15-5/2012 (CU)

March, 2016

The Vice-Chancellor
 Central University of Haryana
 Jant-Pali Villages
 Mahendergarh
 Haryana - 123029

12 3 MAR 2016

Subject: Approval of courses and manpower for establishment of School of Education/Faculty of Education in Central Universities – Central University of Haryana.

Sir,

This is in reference to your office letter No.CUH/2015/Reg/30 dated 22.05.2015 and CUH/2015/Reg/31 dated 22.05.2015 regarding the requirement for approval of courses and manpower for establishment of School of Education/Faculty of Education in your university. The proposal was placed before the Committee constituted for the purpose. The recommendations of the Committee were placed before the Commission in its 513th meeting held on 29th February, 2016. The Commission considered and approved the recommendations of the Committee. Accordingly, the undersigned is directed to convey the approval of UGC for creation of **26 teaching positions** and **9 non-teaching positions** for establishment of School of Education/Faculty of Education as per details below:-

Teaching :

Details of the Courses approved by UGC	Details of the teaching Staff approved by UGC	No. of Posts
B.Ed.(2 years) Intake of 100 students	Professor	2 (Two)
	Associate Professor	2 (Two)
	Assistant Professor	22 (Twenty Two)
M.Ed.(2 years) Intake of 50 students	Total	26 (Twenty Six)
		Out of 26 teaching positions, 13 teaching positions may be filled up as Guest Faculty/contractual faculty

प्राप्ति सं./Diary No...F-178.....
 दिनांक/Date: 04/04/16.....

कुलपति/....., ह.के.वि.
 Vice-Chancellor's Office, C.U.H.

EA\School of Education Letter.docx

- 2 -

Non-Teaching :

Course Details	Designation	Scale of Pay		No. of posts
		Pay Band	Grade Pay	
For B.Ed. and M.Ed. Programme	Professional Assistant	9300-34800	4200	1
	Library Assistant	5200-20200	2000	1
	Library Attendant	5200-20200	1800	1
	Technical Assistant (Computer)	5200-20200	2800	1
	Laboratory Assistant	5200-20200	2400	1
	Laboratory Attendant	5200-20200	1800	1
	Assistant	9300-34800	4200	1
	Upper Division Clerk	5200-20200	2400	1
	Lower Division Clerk	5200-20200	1900	1
	Total			

The expenditure on the above teaching and non-teaching positions may be incurred out of the funds provided under salary head of the XII Plan allocation.

The approval of the above is subject to fulfillment of the following :-

- (i) The University may frame the cadre recruitment rules for each category of posts approved by UGC.
- (ii) The University may strictly adhere to the reservation policy for SC/ST/OBCs/PH as per Govt. of India guidelines while filling up these posts
- (iii) The University may fill up the sanctioned teaching and non-teaching posts in a phased manner as per actual requirement of University under intimation to UGC.
- (iv) 50% of the teaching positions (**13 teaching positions**) may be filled up as Guest Faculty/contractual faculty till the decision is taken by Review Committee constituted by NCTE regarding duration of the B.Ed. and M.Ed. course.

Yours faithfully,


(Jitendra Kr. Tripathi)
Joint Secretary

V. Tareja

Annexure-9

Central University of Haryana
Jant-Pali, Mahendergarh

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Fee Structure

Academic Session 2016-17
Post Graduate (Final)

S.No.	Account Head	Humanities and Social Sci.	Science	Professional Courses
Annual Charges				
1	Identity Card	100	100	100
2	Red Cross Fund	60	60	60
3	NSS fee	20	20	20
4	Insurance fee	200	200	200
5	Student welfare Fund	400	400	400
6	Annual Day	100	100	100
7	University Magazine	200	200	200
8	Library Fee	1000	1000	1000
9	Tuition Fee	1000	1000	1000
10	Electricity/Water charges	300	300	300
11	Cultural activities Fee	150	150	150
12	Computer Lab Fee/ Internet fee	400	400	400
13	Examination Fee	2000	3000	3000
14	University Development Fund	300	300	300
15	Medical Charges	250	250	250
16	Sports Fee	250	250	250
17	Lab Fee/Industrial visit/field work/Internsh	0	3000	3000
18	Student Academic activities	100	100	100
	Total	6830/-	10830	10830

CENTRAL UNIVERSITY OF HARYANA



Central University of Haryana
Jant-Pali, Mahendergarh

Fee Structure

Academic Session 2016-17

Ph.D.

58

S.No.	Account Head	Amount Art	Amount Science	Professional Courses
One-time Charges				
1	Security Deposit (Refundable)	2000	2000	2000
2	Admission Fee	2500	2500	2500
3	Enrolment Fee	1000	1000	1000
4	Registration Fee	2000	2000	2000
Annual Charges:				
5	Library Fee	2000	2000	2000
6	Cultural activities Fee	200	200	200
7	Computer Lab Fee/ Internet fee	3000	3000	3000
8	University Development Fund	2100	2100	2100
9	Lab Fee/Industrial visit/field work/Internsh	0	2000	2000
10	Tution Fee	1000	1000	1000
11	Medical Charges	500	500	500
12	Sports Fee	200	200	200
13	Student Academic activities(Seminar	200	200	200
14	Identity Card	100	100	100
15	Red Cross Fund	60	60	60
16	Insurance fee	200	200	200
17	Student welfare Fund	500	500	500
18	Annual Day	100	100	100
19	University Magazine	300	300	300
20	Electricity/Water charges	600	600	600
21	Examination Fee	2000 each Chance	2000 each Chance	2000 each Chance
	Total	20560/-	22560/-	22560/-

CENTRAL UNIVERSITY OF HARYANA

Annexure10

Central University of Haryana
Income & Expenditure Account for the year ended 31 March, 2016

Particulars	Schedule No.	For the year ended	For the year ended
		31 March, 2016	31 March, 2015
		Rupees	Rupees
INCOME			
1 Academic Receipts	9	10,124,731	4,442,347
2 Grants & Donations	10	129,933,908	553,719,700
3 Income from investments	11	71,947,175	48,610,040
4 Interest Earned	12		
5 Other Incomes	13	5,384,607	3,171,262
6 Prior Period Income	14		
A Total Income (1+2+3+4+5+6)		217,390,421	609,943,349
EXPENDITURE			
7 Staff Payments & Benefits	15	79,866,618	57,808,109
8 Academic Expenses	16	12,957,513	10,182,547
9 Administrative and General Expenses	17	33,876,584	28,645,738
10 Transportation Expenses	18	1,699,741	1,219,610
11 Repairs & Maintenance	19	4,232,036	2,369,471
12 Depreciation	4		
13 Finance Costs	20	92,111	14,615
14 Other Expenses	21		125,057
15 Prior Period Expenses	22	(2,790,693)	(3,324,060)
B Total expenses (7+8+9+10+11+12+13+14+15)		129,933,910	100,365,147
Balance being excess of Income over Expenditure (A-B)		87,456,511	509,578,202
C Transfer to/from Designated fund			
Building Fund			
Others (Specify)		16,687,203	8,223,591
		16,687,203	8,223,591
D Balance Being Surplus (Deficit) Carried to General Fund (C-D)		70,769,308	501,354,611
See accompanying notes forming part of the financial statements			
Significant Accounting Policies	23		
Contingent Liabilities & Notes to Accounts	24		

For and on behalf of Central University of Haryana

Finance Officer

Registrar

Place: Mahendergarh
Date: 10/05/2016

23/5/16
वित्त अधिकारी
हरियाणा केन्द्रीय विश्वविद्यालय
जाँट-पाली, महेंद्रगढ़ (हरि.)
पिन-123029

23/5/16
रजिस्ट्रार
हरियाणा केन्द्रीय विश्वविद्यालय
गाँव - जाँट पाली
जिला - महेंद्रगढ़ - 123029

CENTRAL UNIVERSITY OF HARYANA

Central University of Haryana
Balance Sheet As at 31 March, 2016

Particulars	Schedule No.	As at 31 March, 2016	As at 31 March, 2015
		Rupees	Rupees
A SOURCES OF FUNDS			
1 Funds			
(a) Corpus Fund	1	484,401,842	1,420,024,855
(b) Designated/Earmarked/Endowment Funds	2	3,486,718	1,251,102,158
		487,888,560	2,671,127,013
2 Current liabilities & Provisions			
(a) Trade payables	3	4,485,481	2,587,359
(b) Other current liabilities	3	3,035,670,344	7,207,427
(c) Short-term provisions	3	5,519,381	876,125
		3,045,675,206	10,670,911
TOTAL		3,533,563,766	2,681,797,924
B APPLICATION OF FUNDS			
1 Fixed assets			
(a) Tangible assets	4	235,195,950	73,755,770
(b) Intangible assets	4	140,878	8,760
(c) Capital work in progress	4	-	-
		235,336,828	73,764,530
2 Investments from Earmarked/Endowment Funds			
(a) Long Term	5	805,788,233	520,624,837
(b) Short Term		-	-
		805,788,233	520,624,837
3 Investments - Others	6	-	-
4 Current Assets			
(a) Inventories	7	-	-
(b) Trade receivables	7	-	-
(c) Cash and cash equivalents	7	246,822,809	612,904,005
		246,822,809	612,904,005
5 Loans & Advances			
(d) Short-term loans and advances	8	2,245,615,896	1,474,504,552
(e) Other current assets	7	-	-
		2,245,615,896	1,474,504,552
TOTAL		3,533,563,766	2,681,797,924
See accompanying notes forming part of the financial statements			
Significant Accounting Policies	23		
Contingent Liabilities & Notes to Accounts	24		

For and on behalf of Central University of Haryana

Place: Mahendragarh
Date: 10/05/2016

Finance Officer

वित्त अधिकारी
हरियाणा केन्द्रीय विश्वविद्यालय
जाँट-पाली, महेन्द्रगढ़ (हरि.)
फिन-123029

Registrar

रजिस्ट्रार
हरियाणा केन्द्रीय विश्वविद्यालय
गाँव - जाँट पाली
जिला - महेन्द्रगढ़ - 123029

CENTRAL UNIVERSITY OF HARYANA

Central University of Haryana
Receipts And Payments Account for the year ended 31st March 2016

Sr. No.	Receipts	For the year ended 31 March, 2016		Sr. No.	Payments	For the year ended 31 March, 2016	
		Rupees	Rupees			Rupees	Rupees
I.	Opening Balances			I.	Expenses		
a)	Cash Balances			a)	Establishment Expenses	11,077,721	6,015,294
b)	Bank Balances			b)	Academic Expenses	29,391,103	1,432,286
i)	In Current Accounts			c)	Administrative Expenses	1,699,741	4,950
ii)	In Deposit Accounts	612,904,005	29,686,184	d)	Transportation Expenses	4,232,036	13,161
iii)	In Saving Accounts			e)	Repairs & Maintenance		
				f)	Prior Period Expenses		
II.	Grants Received			II.	Payments against Earmarked/Endowment Funds	1,879,792	
a)	From Government of India	771,840,000	553,719,700				
b)	From State Government			III.	Payments against Sponsored Projects/Schemes		
c)	From other sources (details)		4,465,725	III.	Payments against Sponsored Fellowships and Scholarships		
III.	Academic Receipts	11,760,768		IV.	Investments and Deposits made		
IV.	Receipts against Earmarked/Endowment Funds			a)	Out of Earmarked/Endowment Funds		
V.	Receipts against Sponsored Projects/Schemes	3,972,361		b)	Out of Own Funds (Investments-Others)		
VI.	Receipts against sponsored Fellowships and Scholarships			VI.	Term Deposits with Scheduled Banks	2,632,097,644	525,369,863
VII.	Income on Investments from Earmarked/Endowment Funds			VII.	Expenditure on Fixed Assets and Capital Work In Progress		
a)	Other Investments			a)	Fixed Assets	55,128,871	3,000
b)	Interest Received on Bank Deposits	62,235,659	872,284	b)	Capital Work In Progress		
c)	Loans and Advances	2,725,210	97,621	VIII.	Other Payments including statutory payments	4,745,210	
	Saving Bank Accounts		1,232,108				
IX.	Investments Freshed			IX.	Reunds of Grants		
X.	Term Deposits with Scheduled Banks unvested	2,353,734,356	925,296,362	X.	Deposits and Advances	808,025,995	276,844,409
XI.	Other Income (including Prior Income)			XI.	Other Payments	32,309,718	100,534,129
XII.	Deposits and Advances	2,754,152	8,277,211	XII.	Closing Balances		
				a)	Cash Balances		
				b)	Bank Balances		
				i)	In Current Accounts		
				ii)	In Deposit Accounts	246,822,809	612,904,005
				iii)	In Saving Accounts		
XIII.	Miscellaneous Receipts including Statutory Receipts	5,484,189	3,772,910				
XIV.	Any other Receipts	3,827,410,700	1,523,721,097				
	TOTAL				TOTAL	3,827,410,700	1,523,721,097

Place: Bahadurgarh
Date: 14/05/2016

फिन ऑफिसर
ऑफिसर ऑफ फाइनेंस
ऑफिसर ऑफ फाइनेंस (सी.ए.)
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फाइनेंस ऑफिसर

For and on behalf of Central University of Haryana