



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. 25 of 1975)

NAAC Accredited 'A' Grade

No.CB-8/Misc.-NT/15/_____

Dated: _____

To,

All the Principal of
Non-Govt. Aided Education Colleges
Affiliated to the University,

Sub:- Regarding approved Non-Teaching staff.

Sir/Madam,

I am directed to intimate you that while recommending the representative(s) of Non-Teaching on the Governing Body, it has been noticed that unapproved staff is also recommended whereas such persons are not authorized to work on Governing Body. To enable the office to maintain proper record of Non-Teaching staff working in Non-Govt. Aided Education Colleges, a list of approved Non-Teaching staff is required.

You are therefore, requested to supply a list of approved Non-Teaching staff of your college in the performa given overleaf. It would be appreciated, if the above information is supplied within a week.

Yours faithfully,

Superintendent (Colleges)

Endst. No. CB-8/Misc.-NT/2015/ 34532 Dated 8/12/15

✓ Copy of the above is forwarded to the Director, University Computer Centre, M.D. University, Rohtak- with the request to upload the above said letter on the University website.

Superintendent (Colleges)

G. S. S. S.
9/12

CO



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PERFORMA

Sr. No.	Name of Employee	Date of Birth	of Post	Date of Joining	Date of Superannuation	Letter No. & Date of approval of appointment