



# MAHARSHI DAYANAND UNIVERSITY, ROHTAK

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

NAAC Accredited 'A' Grade

**MOST URGENT**  
**TIME BOUND**

No.CB-8/Annual Report/17/ \_\_\_\_\_

Dated: \_\_\_\_\_

**REMINDER-I**

*Ucc-13324*  
*2/12/17*

To,

The Director/Principal,  
All the S.F.S. Colleges  
(Engineering, Management, Architecture,  
Law, Degree & Education Colleges)  
affiliated to this University.

**Sub:- Regarding Annual Report with regard to change in Management, Teaching and Non-Teaching staff.**

Sir/Madam,

Please refer to this office letter No.CB-8/Annual Report/17/14040-14310 dated 04.10.2017 (**copy enclosed**) vide which you were requested to submit the report for the year 2016-17 in the prescribed proforma but the information from your College is still awaited.

You are, therefore, once again requested to expedite the matter and submit the Annual Report for the year 2016-17 at the earliest, failing which action will be initiated as per Stature-38 of M.D.U. Act.

This may be treated as **MOST URGENT**

**Yours Faithfully**

DA/as above.

*- sd/-*

**Superintendent (Colleges)**  
**For D.C.D.C.**

Endst. No. CB-8/Annual Report/2017/ 17045 Dated 1-12-17

✓ Copy of the above is forwarded to the Director, U.C.C., M.D.U. Rohtak with the request to upload the same on the University Website without any delay.

*[Signature]*  
**Superintendent (Colleges)**  
**For D.C.D.C.**  
*1-12-17*

*A. S...*  
*PS 7/12/17*

*cp*



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**MOST URGENT**  
**TIME BOUND**

No.CB-8/Annau Report/17/

Dated:

14040-17/17  
04-10-2017

To,

The Director/Principal,  
All the S.F.S. Colleges  
(Engineering, Management, Architecture,  
Law, Degree & Education Colleges)  
affiliated to this University.

**Sub:- Regarding Annual Report with regard to change in Management, Teaching and Non-Teaching staff.**

Sir/Madam,

According to Statute-38, Clause-15(b) of M.D.U. Act (Calendar Volume-I), every College has to submit a report indicating change in the Management, Teaching & Non-Teaching staff alongwith their qualification before 31<sup>st</sup> August each year. As the required information is not being sent by you to the University, therefore, necessary instructions were issued vide this office letter No.CB-8/Staff List/16/4979-5546 dated 14.03.2016 and letter No. CB-8/Staff List/16/5853-6420 dated 22.03.2016 for the year 2015-16 and onwards. But if Annual Report for the year 2016-17 is still awaited from you.

The matter has been considered by the D.C.D.C. and in terms of the orders passed by him, you are requested to submit the report for the year 2016-17 within 15 days positively in the prescribed performa given as under, failing which action will be initiated as per Statute-38 of M.D.U. Act.

**A. Change in Management, if any give details of the same.**

**B. List of approved Teaching and Non-Teaching staff.**

Sr. No.	Name	Father Name	D.O.B	Post Held	Date of Joining	Date of approval of appointment	Date of Superannuation	Remarks (Date of leaving services and reason etc.)
1	2	3	4	5	6	7	8	9

**C. List of unapproved Teaching and Non-Teaching staff.**

Sr. No.	Name	Father Name	D.O.B.	Post Held	Date of Joining	Date of Superannuation	Remarks (Date of leaving services and reason etc.)
1	2	3	4	5	6	7	8



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Yours Faithfully

Superintendent (Colleges)

For D.C.D.C.

Endst. No. CB-8/Annual Report/2017/ 14311 Dated 04/06/2017

Copy of the above is forwarded to the Director, U.C.C., M.D.U. Rohtak with the request to upload the same on the University Website without any delay.

Superintendent (Colleges)  
For D.C.D.C.

AV

For  
2017