

MAHATMA GANDHI UNIVERSITY

No.Ad.AI-I-32/2015

Dated: 17.08.2016.

CIRCULAR

Sub:- Issuing of copies of University Orders/Circulars to IQAC - reg

Ref:- Note No. NAAC Cell/01/31/2016 dated 10.08.2016 received from the
Joint Registrar in-charge of Registrar

It has come to the notice that University Orders/Circulars etc. issued from various sections are not marked to IQAC and consequently copies of the same are not forwarded to the Cell. This comes across as a severe limitation while documenting Annual Quality Assurance Report (AQAR) as well as Self Study Report (SSR) which are submitted to NAAC. Sourcing these documents from sections in the University is fraught with practical difficulties since documenting of AQARs of at least five previous years is done simultaneously.

Hence all Sections/Departments and Statutory Officers are directed to provide copies of all University Orders/Circulars etc, to the IQAC.

Sd/-
ASSISTANT REGISTRAR (ADMN.) I
For REGISTRAR

To

1. PS to VC/PVC
2. PA to Registrar/F.O/C.E
3. All AR/DR/JRs
4. All Sections/Departments/Schools
5. P.R.O./IQAC
6. Notice Board/Content Management Section (to publish in the University Website)
7. SF/FC
8. Notice Board

APROVED FOR ISSUE

SECTION OFFICER