



झारखण्ड केन्द्रीय विश्वविद्यालय
Central University of Jharkhand
(भारतीय संसद के अधिनियम, 2009 द्वारा स्थापित)
(Established by an act of Parliament of India, 2009)

Ref. No. CUJ/GA/Cir/100/N/2016/26/PF/1349

Dated: 05 June, 2023

सूचना / NOTICE

It is observed that some teaching and non-teaching employees are leaving the headquarters without prior permission from the Competent Authority.

It is also observed that teaching employees are availing of duty leave without proper permission from the Competent Authority for some assignments given by external agencies.

It is mentioned that availing duty leave for a longer period hampers the teaching-learning and academic activities in the University.

This is viewed seriously by the Hon'ble Vice Chancellor. All the teaching and non-teaching employees are hereby advised –

- to take prior permission before leaving the headquarters and
- to obtain prior approval from the Competent Authority before sending their names for any assignments from external agencies and also for availing of duty leave for such purposes. The assigned duties of the University should be given priority over the assignments given by the external agencies.

The teaching and non-teaching employees who have left the headquarters on leave or vacation are hereby requested to submit the approval obtained from the Competent Authority by 07th June, 2023.

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


कुलसचिव / REGISTRAR 05/06/2023

Distribution:

All teaching & non-teaching employees – refer Notice Board and University website.

Copy for information and necessary action to:

1. All the Deans of the School
2. Controller of Examinations
3. Librarian
4. Dean, Academic Affairs / Students' Welfare / R & D
5. Director, IQAC
6. OSD (Academic Administration)
7. All the Heads/Coordinator of the Departments
8. Chairman – Proctorial Board
9. DR – I/II
10. I/c Purchase / Health Centre / Estate Section / Exe. Engineer
11. Technical Cell – For University website
12. PS to Vice Chancellor / Registrar / Finance Officer
13. Concerned file / Guard file / Notice Board


कुलसचिव / REGISTRAR 05/06/2023