

# MAHARISHI DAYANAND UNIVERSITY ROHTAK

No. : Conduct/AC-I/2014/E-Mail-II  
Dated : 10-09-2014

## REMINDER : 1

To

The Principal,  
All the affiliated degree colleges,

**Sub : Supply the list of regular teachers for deployment as CS/DS/Flying Squad.**

Sir/Madam,

This is in reference to this office E-mail no. I dated 28-08-2014 vide which you have been directed to supply the list of regular teachers for deployment as CS/DS/Flying Squad.

In this connection it is to inform you that the examinations of various classes are running through out the whole year & the smooth conduct of examination is become very difficult task for university because some teachers are habitual not to except the offer/assignment of supervisory duties given by the University time to time whereas the examination duties are **mandatory**. Resultantly the University faces very much difficulty to make the alternative arrangements against the denial of such teachers at the eleventh hours. Moreover, this office had received many complaints that the junior one were assigned examination duty i.e. CS/DS etc. To overcome this situation & for the effective discharging of supervisory duties, the Controller of examinations has ordered to collect the complete list of the regular teachers as per format given below:

Sr. No.	Name of Teachers	Experience	Contact No.	E-Mail
1				
2				

You are, therefore, requested to arrange to supply the list as required to this office with in 3 days of the issue of this letter through e-mail i.e conduct@mdurohtak.ac.in so that necessary action be taken accordingly. If you have already supplied the required list, then please ignore this mail.

**This may kindly be treated as MOST URGENT.**

Yours faithfully,

-sd/-  
**Supdt. (Conduct)**  
**for A.R. (Conduct)**