



## OFFICE ORDERS

In terms of provision under Statute 37 – “Delegation of Administrative and Financial Powers to the Officers/Teachers/Employees of the University”, the following powers are delegated to the Dean Academic Affairs, Registrar, Controller of Examinations, Director Distance Education and Finance Officer :

### 1. Dean Academic Affairs

- i) Sanction/approval of journey of Subject Experts on Departmental Research Committees, Boards of Studies and Faculties by Car and sanction of sitting fee to the Experts on approved rates;
- ii) Sanction of Casual Leave to the Deans of Faculties and Heads of the Departments of University Teaching Departments and Librarian;
- iii) Approval of Recommendations of Investment Committee for investment of surplus funds in banks.
- iv) Sanction of TA/DA and Remuneration to the Outside Experts.

### 2. Registrar

- i) Nomination of members on the Court, Executive Council, Academic Council, Faculties and Boards of Studies where nomination is to be made by rotation according to seniority;
- ii) Approval of cases of financial assistance to the families of the deceased University employees strictly as per rules;
- iii) Appointment of Advocates to defend University cases in various Courts.
- iv) Appointment of observer for the election of Governing Body of Non Govt. Aided Colleges by using a roster.
- v) Approval of Governing Bodies of the Colleges by using a roster.
- vi) Appointment of University nominees on the Building Committees of Colleges

### 3. Controller of Examinations

- i) Appointment of Examiners for evaluation of Ph.D. thesis;
- ii) Payment of TA/DA to Examiners for attending of meetings of the Ph.D. Viva-voce examinations as per rules.
- iii) Condonation of delay in submission of M.Phil and other Dissertations as per rules.

### 4. Finance Officer

- i) Sanction of advance for medical treatment from Govt. approved hospitals

The powers delegated above shall be exercised judiciously and strictly as per provision of the rules. Further if they feel that any specific case needs to be brought to the notice of the Vice-Chancellor, they are free to do so.

**VICE-CHANCELLOR**

Endst. No. EN-4/15/M-169(A)/ 8002-8122 Dated: 03.06.2015

Copy of the above is forwarded to the following for information and necessary action:-

- ✓ 1. Dean, Academic Affairs, Maharshi Dayanand University, Rohtak.
2. Dean, College Development Council, M. D. University, Rohtak
3. All the Dean of Faculties/ Heads of the Deptts./ Branch Officers, Maharshi Dayanand University, Rohtak.
4. Director, University Institute of Law & Management Studies, Gurgaon.
5. Director, University Campus School, Rohtak.
6. P.A to Vice-Chancellor/Registrar/Controller of Exams. (for kind information of the Vice-Chancellor/ Registrar/ Controller of Examinations), Maharshi Dayanand University, Rohtak.
7. All Set Incharge of Estt. NT Branch.

  
**Superintendent (Estt.)  
for Registrar**