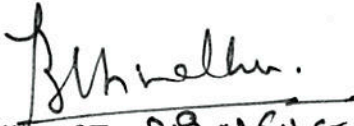


Dyu UCC/1123  
10.06.15

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

OFFICE ORDER

Sh. Ramesh Chander, Assistant in Result-III Branch is hereby posted as Nodal Officer at the Call Centre, situated in NYSA office with immediate effect. He will attend to the calls / grievances of students concerning their examinations and its related jobs such as fee, schedule of exam., declaration of results, issuance of marks sheets etc. etc. and forward the same to the concerned Examination Branches for its timely disposal and accordingly, will convey the caller. He will maintain close liaison with all the Examination Branches to update above mentioned jobs. All types of grievances / queries as received at the Call Centre shall be attended and settled by the Nodal Officer within minimum possible time frame and necessary communication in this behalf shall also be made by him. If prompt and proper attention is not paid to the student(s) grievances then responsibility shall be fixed against the defaulting official(s) and strict action shall be initiated accordingly. He will function directly under the control and supervision of the undersigned and shall mark his attendance in COE's office. No extra remuneration / financial benefit shall be made for this assignment.

  
Controller of Examinations 09.06.15

Copy to :

No. COE/15/1260-1275 Date : 09.06.2015

- ✓ 1. Director, University Compute Centre, M.D. University, Rohtak
2. Director, Public Relations, M.D. University, Rohtak
3. Pvt. Secretary to V.C. (for kind information of the Vice-Chancellor), M.D. University, Rohtak
4. All the Branch Officers of Examination Branches, M.D. University, Rohtak. They are directed to provide all types of Circular / Notification etc. concerning their Branches to the Nodal Officer for reference, records & updation.
5. A.R. Estt. (Non-Teaching), M.D. University, Rohtak
6. P.A. to Registrar (for kind information of the Registrar), M.D. University, Rohtak
7. AGM (NYSA Communications), M.D. University, Rohtak
8. Sh. Ramesh Chander, Assistant, Result-III Branch, MDU, Rohtak. He is directed to take over the charge of Call Centre at NYSA.

