



## OFFICE ORDER

The Vice-Chancellor, on the recommendations of the Departmental Promotion Committee made in its meeting held on 30.08.2016 and in anticipation of the approval of the Executive Council, has been pleased to promote the following Stenographers to the post of Personal Assistants in the pay scale of Rs.9300-34800+3600 GP + 150 SP with effect from the date mentioned against each:-

Sr. No.	Name & Designation S/Shri/Mrs./Ms.	Effective date of Promotion
1.	G.K. Uppal, Stenographer, Vivekananda Library	With immediate effect
2.	Om Parkash, Stenographer (presently on deputation with Ch. Bansilal University, Bhiwani)	With immediate effect
3.	Rakesh Rani, Stenographer, University Institute of Engineering & Technology	01.09.2016

Accordingly, they will be on probation for a period of one year in the first instance w.e.f. the date of their joining on the post of Personal Assistant. If during this period, their work and conduct are not found satisfactory, they will be reverted to their substantive post of Stenographer.

The other terms and conditions of their promotion in so far as they are not specified here, will be governed by the rules and regulations of the University as are framed/ made applicable from time to time.

If the above conditions are acceptable to them, they may submit their joining report to their Branch Officer.

**REGISTRAR**

**Endst. No. EN-11/2016/M-185/ 10338-46**

**Dated: 31.08.2016**

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

1. Librarian, Vivekananda Library, M. D. University, Rohtak
2. Director, University Institute of Engineering & Tech., M.D.U. Rohtak
3. Director, University Computer Centre, M.D.U, Rohtak
4. Finance Officer, M. D. University, Rohtak.
5. P.A. to Vice-Chancellor/Registrar (for kind information of the Vice-Chancellor/ Registrar), M. D. U., Rohtak.
6. Persons concerned.

*J. Bhatt 31/8/16*  
**Superintendent (Estt.NT)  
for REGISTRAR**