## **JAMIA HAMDARD**

(Deemed to be University)
Hamdard Nagar, New Delhi 110062

F.No. JH/RO/Acad/2024/ICOR/65

Dated: 12<sup>th</sup> June 2024

## **OFFICE ORDER**

Sub: Visit of the UGC Team to the Jamia Hamdard on 15<sup>th</sup> June 2024 (Saturday)

The Jamia Hamdard shall observe 15<sup>th</sup> June 2024 (Saturday) as working day in view of the visit of senior officials of University Grants Commission. Hence, all the departments, centres, library, HAH-CIT, offices of the Jamia Hamdard shall be opened from 9 AM onwards until 2.30 pm. Accordingly, all non-teaching staff are directed to be present at their respective workplace and keep the relevant records ready.

- 2. The Deans of Schools and HoDs of Departments/Directors of Centres may ensure that adequate teaching staff in their respective departments are available for facilitating the visit of UGC Team.
- 3. Besides, there shall be an interaction of the visiting UGC Team with teaching staff and students separately and the venue will be intimated to the Deans and HoD concerned.

Authority: Approval of the Vice Chancellor dated 12.6.2024.

リスリンタンヤ (Dr. M.A. Sikandar) Registrar

## Copy to: -

- 1. All Deans of Schools/Head of Departments/Director of Centres/Dean of Student Welfare/Chief Proctor/Director, IQAC/Director (R&D)/Provost (Boys)/Provost (Girls)/Medical Supdt
- 2. Finance Officer/Controller of Examinations/OSD(Security & Estate)/Executive Engineer/Deputy Registrar/DFO/Assistant Registrars/Secretary to VC/Manager (Hospitality)/ANO NCC/Sports Secretary/NSS Coordinator
- 3. Website notification (through HAH-CIT)
- 4. Office Copy