

**RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH**

F. No. RGU/REG-52/ADM/21

Dated: 06.05.2026

CIRCULAR

It has been observed that certain Departments, Associations/Organizations are inviting dignitaries including Ministers/MLAs and other important personalities, without proper intimation or consultation of the university administration. Such practice has sometime created awkward situations, as there are certain established protocols to be observed while arranging the function with high dignitaries.

Hence, it is hereby advised to all concerned to intimate the university administration in writing for any proposal of inviting VVIPs/high dignitaries in the campus for any function/occasion. This will enable the administration to make necessary arrangements as per the requirements by observing established protocols.

This is issued with the approval of the competent authority.

Sd/-
Registrar

F. No. RGU/REG-52/ADM/21

Dated: 06.05.2026

Copy to:

1. PS to Vice-Chancellor for information.
2. All Deans of Faculties for information.
3. PS to Registrar/Finance Officer/CoE for information.
4. All HoDs/Directors of various Departments/Institutes for information.
5. President/Secretary, RGUTA for information.
6. Joint Director (CC) for information with a request to upload the same on the university website.
7. All Branch Heads for information.
8. Deputy Registrar (Adm) for information.
9. PRO for information.
10. Senior Security Officer for information.
11. President/General Secretary, RGUEA for information.
12. President/General Secretary, RGUSU for information.
13. All Notice Boards.
14. Office copy.



(Dr. N.T. Rikam)
Registrar