

RAJIV GANDHI UNIVERSITY

(A Central University under M/O Education, Govt. of India)
Rono Hills, Doimukh, Arunachal Pradesh – 791112, India



MANDATORY DISCLOSURES 2022 – 2023

(Part – A) Organisation and Function

ORGANISATION AND FUNCTION

1.1. PARTICULARS OF ITS ORGANISATION, FUNCTIONS AND DUTIES [SECTION 4(1)(B)(I)]

1.1.1. Name and address of the Organization

Rajiv Gandhi University

Rono Hills, Doimukh, Arunachal Pradesh, INDIA – 791 112.

Rajiv Gandhi University (formerly Arunachal University), the premier institute of higher learning in Arunachal Pradesh, has completed thirty-eight years of its existence. Smt. Indira Gandhi, the then Prime Minister of India, laid the foundation stone of the University on February 4, 1984. Subsequently, it started postgraduate courses from the Academic session 1988-89 in the sprawling and picturesque Rono Hills. The University was converted into a Central University on April 9, 2007 by a notification of Ministry of Human Resource Development, Government of India. The University is located atop Rono Hills on a picturesque tableland of 302 acres overlooking the river Dikrong (Pare). It is 6.5 km away from the National Highway 415 and 25 km away from Itanagar, the State capital. The campus is linked with the National Highway by the Dikrong (Pare) bridge.

How to reach Rajiv Gandhi University

- a. By Road: From Guwahati to Itanagar
 - i. Regular State Government buses.
 - ii. Regular buses operated by Private Travel Agencies.
 - iii. Private Taxi services available.
- b. By Rail: Nearest Railway Station is located at Gumto which is just a 10 minutes' drive and Naharlagun which is 30 mins away from RGU.
- c. By Air: Nearest Airport – Lilabari Airport. Lilabari is around 48.7 Kms from Doimukh which can be covered at an approximate time of 1 hr 16 minutes. From Lilabari, one has to travel by road to RGU. From Guwahati to Itanagar Pawan Hans Helicopter services are available.

<https://rgu.ac.in/rgu-profile/>

<https://rgu.ac.in/how-to-reach-rgu/>

<https://rgu.ac.in/wp-content/uploads/2022/08/RGU-Admission-Bulletin-2022-23.pdf>

1.1.2. History of its Organisation

Rajiv Gandhi University (formerly Arunachal University) is the premier institution for higher education in the state of Arunachal Pradesh and has completed thirty-eight years of its existence. Late Smt. Indira Gandhi, the then Prime Minister of India, laid the foundation stone of the university on 4th February 1984 at Rono Hills, where the present campus is

located. Ever since its inception, the university has been trying to achieve excellence and fulfil the objectives as envisaged in the University Act. The University got academic recognition under section 2(f) from the University Grants Commission on 28th March, 1985 and started functioning from 1st April, 1985. It got financial recognition under section 12-B of the UGC on 25th March, 1994. Since then, Rajiv Gandhi University then Arunachal University has carved a niche for itself in the educational scenario of the country following its selection as a university with potential for excellence by a high-level expert committee of University Grants Commission from among universities in India. The University was converted into a Central University on 9th April 2007 as per notification of Ministry of Human Resource Development, Gol.

<https://rgu.ac.in/rgu-profile/>

<https://rgu.ac.in/how-to-reach-rgu/>

<https://rgu.ac.in/wp-content/uploads/2022/08/RGU-Admission-Bulletin-2022-23.pdf>

1.1.3. About the Organisation

Rajiv Gandhi University got better Grade by NAAC and it is one of the most sought-after campuses amongst the students from across the State and neighbourhood for academics and research. Rajiv Gandhi University is one among the pioneers in implementing “Choice-Based Credit System” (CBCS). The university offers students to choose specialized streams of papers within a department. The University has 12 faculties, 37 Departments and 2 Institutes offering PG, UG, PG-Diploma, Diploma, certificate & Research (PhD) programmes with significant student strength. Starting from this year, looking into its strategic location significance, University is also offering MA course on Defence and Strategic Studies under the dept. of National Security Studies. Currently the University has many funded research projects including SAP & FIST Projects from various agencies like UGC, DST, CSIR and DBT. The Directorate of Distance Education of Rajiv Gandhi University focuses on making higher education accessible to all to bridge the gap of demand from learning enthusiasts from various walks of life. At present, 45 Colleges and institutes are affiliated to Rajiv Gandhi University and they are offering various courses in Arts, Commerce, Science, Education, Law, Medical Science, Nursing and Homoeopathy - which are of enormous importance to the State of Arunachal Pradesh. The University has signed MoUs with prestigious institutions like RIHN, Kyoto, Japan; University of Missouri, Columbia, USA; Semnan University, Iran, IGNOU, New Delhi, MAKAIS, Kolkata, Shodhganga (INFLIBNET), Indian Institute of Entrepreneurship (IEE), Guwahati; National Council for Rural Institutes (NCRI), Hyderabad; Company Secretaries of India (ICSI), Guwahati; University of South Florida, The USA; NERIST, Nirjuli; SPA, Bhopal, RGNIYD, Chennai; CU Gujrat; KIIT, Bhubaneswar; Tezpur University, Napam; GKF, Hyderabad; Ministry of Youth Affairs, Gol, New Delhi; Directorate of Research, GoAP, Itanagar; GBPNiHE, Uttarakhand; DRL (Gol), Tezpur, Fragrance & Flavor Development Centre (FFDC), Kannauj, National Institute of Food Technology Entrepreneurship and Management(NIFTEM), Sonapat, Veer Bahadur Singh Purvanchal University, Jaunpur, besides others for collaborative research and higher studies.

<https://rgu.ac.in/rgu-profile/>, <https://rgu.ac.in/how-to-reach-rgu/>

<https://rgu.ac.in/wp-content/uploads/2022/08/RGU-Admission-Bulletin-2022-23.pdf>

1.1.4. **Vision**

Rajiv Gandhi University aspires to be India's most vibrant, energetic, responsive and acclaimed university, to be recognised for excellence in teaching, research and providing the highest quality educational opportunities for the learners of all communities. The University aim sat nurturing their talent by promoting intellectual growth to shape their personality and serve humanity as multi-skilled, socially responsible, creative, adaptable, contributing, and morally sound global citizens.

<https://rgu.ac.in/vision-mission/>

1.1.5. **Mission**

Our mission is to provide opportunities and support students from diverse background and assist them to become well-informed global citizens by developing their intellectual, moral, civic and creative capacities to the fullest through multi-faceted education and sustained engagement with local, national and global communities. The University also aims to carry out academic process for achieving excellence through active and dynamic student-teacher participation and inculcate high moral, ethical and professional standards among students which will enable them to develop knowledge and skills necessary to achieve their professional goals so as to improve the performance and provide leadership and service to the community

<https://rgu.ac.in/vision-mission/>

1.1.6. **Key Objectives (As per Sec. 5, RGU Act, 2006)**

The objectives of the University shall be to disseminate and advance knowledge by providing instructional and research facilities in such branches of learning as it may deem fit; to make provisions for integrated courses in humanities, natural and physical sciences, social sciences, forestry and other allied disciplines in the educational programmes of the University; to take appropriate measures for promoting innovations in teaching-learning process, inter-disciplinary studies and research; to educate and train manpower for the development of the State of Arunachal Pradesh; and to pay special attention to the improvement of the social and economic conditions and welfare of the people of that State, their intellectual, academic and cultural development.

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>

1.1.7. **Power& Dutiesof the University (As per Sec. 6, RGU Act, 2006)**

- i. to provide for instructions in such branches of learning as the University may, from time to time, determine and to make provisions for research and for the advancement and dissemination of knowledge;

- ii. to grant, subject to such conditions as the University may determine diplomas or certificates to, and confer degrees or other academic distinctions on the basis of examinations, evaluation or any other method of testing, on persons, and to withdraw any such diplomas, certificates, degrees or other academic distinctions for good and sufficient cause;
- iii. to organize and to undertake extramural studies, training and extension services;
- iv. to confer honorary degrees or other distinctions in the manner prescribed by the Statutes;
- v. to provide facilities through the distance education system to such persons as it may determine;
- vi. to institute Principalships, Professorships, Readerships, Lectureships and other teaching or academic positions, required by the University and to appoint persons to such Principalships, Professorships, Readerships, Lectureships or other teaching or academic positions;
- vii. to recognise an Institution of higher learning for such purposes as the University may determine and to withdraw such recognition;
- viii. to recognise persons for imparting instructions in any College or Institution admitted to the privileges of the University;
- ix. to appoint persons working in any other University or educational institution as teachers of the University for a specified period;
- x. to create administrative, ministerial and other posts and to make appointments thereto;
- xi. to co-operate or collaborate or associate with any other University or authority or Institution of higher learning in such manner and for such purposes as the University may determine;
- xii. to establish, with the prior approval of the Central Government, such Centres and specialised laboratories or other units for research and instruction as are, in the opinion of the University, necessary for the furtherance of its objects;
- xiii. to institute and award fellowships, scholarships, studentships, medals and prizes;
- xiv. to establish and maintain Colleges, Institutions and Halls;
- xv. to make provision for research and advisory services and for that purpose to enter into such arrangements with other institutions, industrial or other organizations, as the University may deem necessary;
- xvi. to organise and conduct refresher courses, workshops, seminars and other programmes for teachers, evaluators and other academic staff;
- xvii. to admit to its privileges Colleges and Institutions within the State of Arunachal Pradesh not maintained by the University; to withdraw all or any of those privileges in accordance with such conditions as may be prescribed by the Statutes; to recognise, guide, supervise, and control Halls not maintained by the University and other accommodation for students, and to withdraw any such recognition;
- xviii. to appoint on contract or otherwise visiting Professors, Emeritus Professors, Consultants, Scholars and such other persons who may contribute to the advancement of the objects of the University;
- xix. to confer autonomous status on a college or an Institution or a Department, as the case may be, in accordance with the Statutes;

- xx. to determine standards of admission to the University, which may include examination, evaluation or any other method of testing;
- xxi. to demand and receive payment of fees and other charges;
- xxii. to supervise the residences of the students of the University and to make arrangements for promoting their health and general welfare;
- xxiii. to lay down conditions of service of all categories of employees, including their code of conduct;
- xxiv. to regulate and enforce discipline among the students and the employees, and to take such disciplinary measures in this regard as may be deemed by the University to be necessary;
- xxv. to make arrangements for promoting the health and general welfare of the employees;
- xxvi. to receive benefactions, donations and gifts and to acquire, hold and manage and to dispose of with the previous approval of the Central Government, any property, movable or immovable, including trust and endowment properties for the purposes of the University;
- xxvii. to borrow, with the approval of the Central Government, on the security of the property of the University, money for the purposes of the University;
- xxviii. to do all such other acts and things as may be necessary, incidental or conducive to the attainment of all or any of its objects.

The function and duties of the University are specified in the Rajiv Gandhi University Act 2006 as well as in the Statues and Ordinances. The Act, Statues and Ordinances are available on the website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>

The Statues and Ordinances are available in the link:

<https://rgu.ac.in/act-ordinances>

1.1.8. Jurisdiction (As per Sec. 7, RGU Act, 2006)

The Jurisdiction of the University shall extend to the whole of the State of Arunachal Pradesh.

Notwithstanding anything in any other law for the time being in force, no educational institution within the State of Arunachal Pradesh shall be associated in any way with or be admitted to any privileges of any other University incorporated by law in India, and any such privileges granted by any such other University to an educational institution within the State of Arunachal Pradesh prior to the commencement of this Act shall be deemed to be withdrawn on the commencement of this Act (RGU Act 2006).

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>

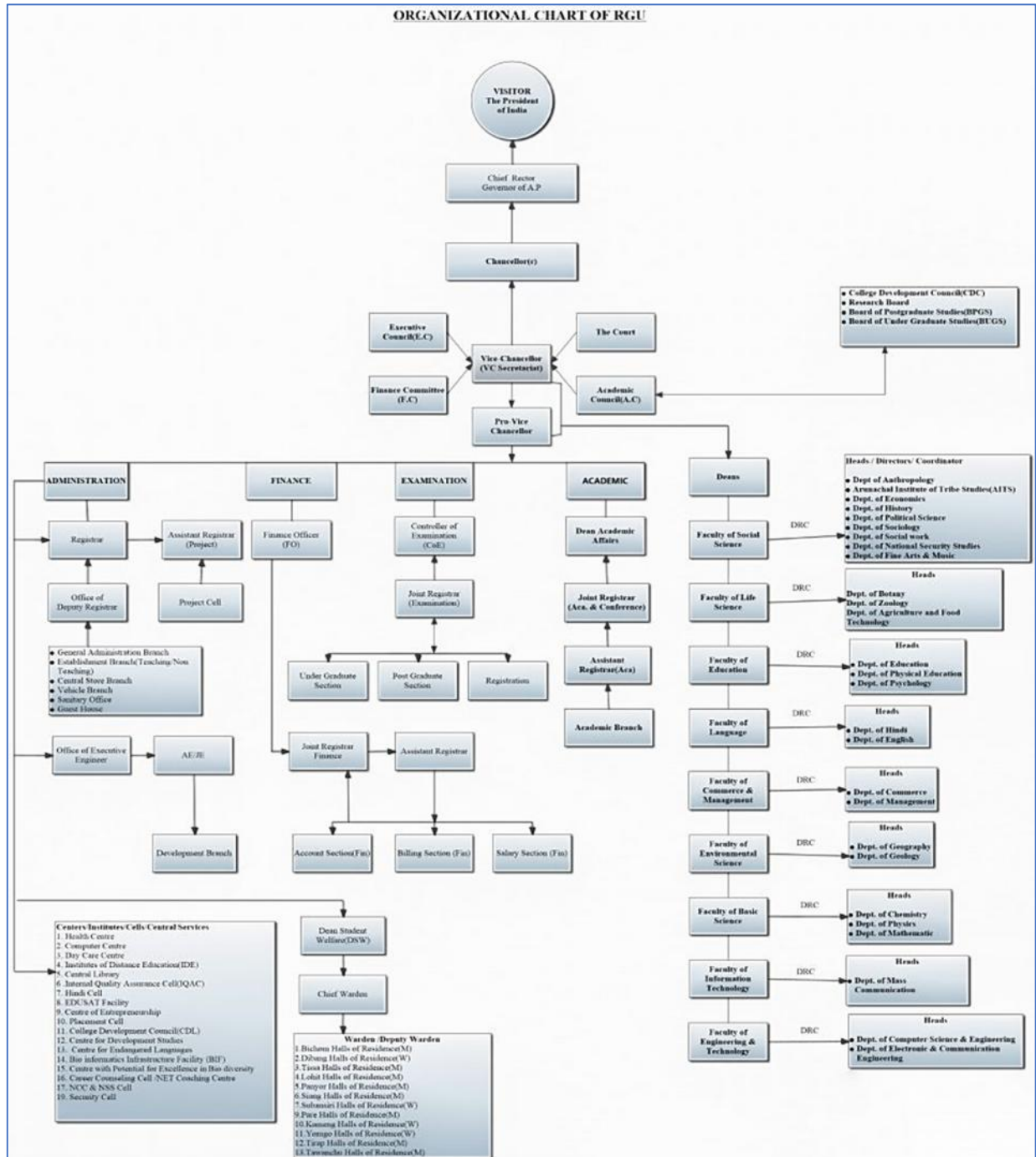
1.1.9. Core Values

The university is imbued with the core values of:

- i. Continuous learning and teaching with innovation and progression
- ii. Inclusive human development and growth

- iii. Teamwork
- iv. Quality
- v. Social Responsibility
- vi. Openness and transparency

1.1.10. Organisational Structure/ Chart



<https://rgu.ac.in/organizational-chart/>

1.1.11. **Genesis, inception, formation of the department and the HoDs from time to time**

The foundation stone of the Rajiv Gandhi University (erstwhile Arunachal University) was laid on 4th February 1984 by then Prime Minister of India, Late Smt. Indira Gandhi at Rono Hills, where the present campus is located. The University got academic recognition under section 2(f) from the University Grants Commission on 28th March, 1985 and started functioning from 1st April, 1985. It got financial recognition under section 12-B of the UGC Act 1956 on 25th March, 1994 and become eligible to receive Central assistance including UGC assistance. The University was converted into a Central University on April 9, 2007 by a notification of Ministry of Human Resource Development, Government of India.

Date of Inception of Various Departments and Centers
(Departments are in Alphabetical Orders)

SI No.	Departments and Centers	Year of Inception
1.	Education	1988
2.	History	1988
3.	Political Science	1988
4.	English	1990
5.	Economics	1991
6.	Geography	1992
7.	Arunachal Institute of Tribal Studies (AITS)	1995
8.	Commerce	1995
9.	Botany	1997
10.	Zoology	1997
11.	Hindi	1999
12.	Mass Communication	2004
13.	Computer Science & Engineering	2005
14.	Management	2005
15.	Mathematics & Computing	2005
16.	Chemistry	2011
17.	Physics	2011
18.	Sociology	2011
19.	Anthropology	2012
20.	Electronics & Communications Engineering	2015
21.	Physical Education	2015
22.	Social Work	2015
23.	Fine Arts and Music	2017
24.	Geology	2017
25.	Psychology	2017
26.	B.Sc Agricultural Science	2019
27.	Agronomy	2019
28.	Agricultural Economics	2019
29.	Agricultural Entomology	2019

30.	Agricultural Extension	2019
31.	Animal Science (Fisheries)	2019
32.	Food Technology	2019
33.	Genetics and Plant Breeding	2019
34.	Horticulture	2019
35.	National Security Studies	2019
36.	Plant Pathology	2019
37.	Soil Science & Agricultural Chemistry	2019
38.	Statistics	2019
39.	Law	2020
40.	Sports Biomechanics	2020
41.	Sports Psychology	2020
42.	Sports Physiology	2020
43.	Strength training and conditioning	2020

Incumbency of HoDs / Directors of the Departments and Centers of the University

DEPARTMENT OF AGRICULTURAL SCIENCE

Sl.No.	Name	From	Period
1.	Prof. Sumpam Tangjang (Coordinator)	02.08.2019	Till date

DEPARTMENT OF ANTHROPOLOGY

Sl.No.	Name	From	Period
1.	Prof. Sarit K. Chaudhuri	01.06.2012	26.11.2014
2.	Prof. HaobijamVokendro S	27.11.2014	01.12.2020
3.	Prof. Sarit K. Chaudhuri	01.12.2020	16.05.2022
4.	Prof. HaobijamVokendro S	17.05.2022	Till date

ARUNACHAL INSTITUTE OF TRIBAL STUDIES

Sl.No.	Name	From	Period
1.	Prof. Tamo Mibang	1995	2002
2.	Dr. P.T. Abraham	2002	2005
3.	Dr. P.T. Abraham	2005	2006
4.	Prof. Tamo Mibang	2006	2008
5.	Prof. Tamo Mibang	2008	2012
6.	Prof. Jummyr Basar	2012	July 2013
7.	Prof. M.C. Behera	01.08.2013	20.10.2013
8.	Prof. S. Simon John	21.10.2013	25.09.2017
9.	Prof. S. Simon John	25.09.2017	25.09.2020
10.	Prof. Jummyr Basar	25.09.2020	Till date

DEPARTMENT OF BOTANY

Sl.No.	Name	From	Period
1.	Prof. A.K. Das	1997	2008
2.	Prof. A.K. Shukla	2008	2011
3.	Prof. SumpamTangjang	2014	2015
4.	Prof. A.K. Das	2015	2016
5.	Prof. SumpamTangjang	2016	2017

6.	Prof. Hui Tag	2017	2020
7.	Prof. SumpamTangjang	2020	May 2021
8.	Prof. R.K. Singh	01.06.2021	Till date

DEPARTMENT OF CHEMISTRY

Sl.No.	Name	From	Period
1.	Prof. Kamalesh Choudhury	13.07.2011	31.09.2012
2.	Dr. Pankaj Das	01.10.2012	09.07.2014
3.	Dr. Md. Harunar Rashid (I/c)	0907.2014	14.07.2016
4.	Dr. Rajesh Chakrabarty	15.07.2016	14.07.2019
5.	Dr. Rajesh Chakrabarty	15.07.2019	16.05.2022
6.	Dr. Lakhinath Saikia	17.05.2022	Till date

DEPARTMENT OF COMMERCE

Sl.No.	Name	From	Period
1.	Dr.Ranjit Tamuli	03.08.1995	02.08.1998
2.	Dr.Ranjit Tamuli	03.08.1998	02.08.2001
3.	Dr.Ranjit Tamuli	03.08.2001	02.08.2004
4.	Dr.Ranjit Tamuli	03.08.2004	02.08.2006
5.	Dr. R.C. Parida	03.08.2006	02.08.2009
6.	Dr. R.C. Parida	03.08.2009	02.08.2012
7.	Prof. R.C. Parida	03.08.2012	19.04.2015
8.	Dr.Tasi Kaye	09.09.2015	08.04.2018
9.	Prof. Tasi Kaye	09.09.2018	08.04.2021
10.	Prof. Otem Padung	09.04.2018	31.08.2020
11.	Prof. Sanjeeb Kumar Jena	01.09.2020	Till date

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Sl.No.	Name	From	Period
1.	Mr. MarpeSora	07.09.2005	16.05.2006
2.	Dr. Shikhar Sarma	17.05.2006	19.02.2008
3.	Mr. MarpeSora	20.02.2008	24.11.2008
4.	Prof. Utpal Bhattacharjee	25.11.2008	16.06.2015
5.	Mr. AniTaggu	17.05.2015	17.03.2020
6.	Prof. Utpal Bhattacharjee	17.03.2020	Till date

DEPARTMENT OF ECONOMICS

Sl.No.	Name	From	Period
1.	Dr. N.C. Roy	16.07.1991	09.09.1994
2.	Dr. Amitava Mitra	10.09.1994	09.09.1997
3.	Dr. Amitava Mitra	10.09.1997	09.09.2000
4.	Dr. N.C. Roy	10.09.2000	09.09.2003
5.	Prof. Amitava Mitra	10.09.2003	09.09.2006
6.	Prof. Amitava Mitra	10.09.2006	09.09.2009
7.	Prof. Sushanta Kumar Nayak	10.09.2009	09.09.2012
8.	Prof. Vandana Upadhyay	10.09.2012	09.09.2015
9.	Prof. N.C. Roy	10.09.2015	14.11.2015
10.	Prof. Sushanta Kumar Nayak	15.11.2016	14.11.2019
11.	Prof. Vandana Upadhyay	15.11.2019	Till date

DEPARTMENT OF EDUCATION

Sl.No.	Name	From	Period
1.	Prof. J.C. Soni	1988	1988
2.	Prof. M.A. Sudhir	1988	1991
3.	Prof. J.C. Soni	1992	1999
4.	Prof. K.C. Kapoor	2000	2006
5.	Prof. J.C. Soni	2006	2007
6.	Prof. Rachob Taba	2007	2010
7.	Prof. J. Sahoo	2010	2013
8.	Prof. T. Lhungdim	2013	2016
9.	Prof. Elizabeth Hangsing	2016	2019
10.	Prof. KesangDegi	2019	19.08.2022
11.	Prof. P.K. Acharya	19.08.2022	Till date

DEPARTMENT OF ELECTRONICS & COMMUNICATIONS ENGINEERING

Sl.No.	Name	From	Period
1.	Mr. Jagdeep Rahul	28.07.2015	31.08.2020
2.	Mr. Maibam Sanju Meeiti	01.09.2020	Till date

DEPARTMENT OF ENGLISH

Sl.No.	Name	From	Period
1.	Prof. B.N. Singh	15.07.1990	13.07.1997
2.	Prof. B.N. Singh	14.07.1997	13.07.2000
3.	Prof. N. Nagaraju	20.10.2000	26.10.2003
4.	Prof. N. Nagaraju	27.10.2003	16.10.2006
5.	Prof. N. Nagaraju	17.10.2006	29.05.2007
6.	Dr. D.P. Nath	30.05.2007	19.03.2009
7.	Dr. S. Biswas	20.03.2009	20.05.2009
8.	Prof. N. Nagaraju	21.05.2009	28.05.2011
9.	Dr. S. Biswas	29.05.2011	28.08.2012
10.	Prof. A.R. Parhi	29.08.2012	20.05.2012
11.	Prof. A.R. Parhi	21.05.2012	08.06.2015
12.	Prof. Bhagabat Nayak	09.06.2015	03.08.2018
13.	Dr. K.C. Mishra	04.08.2018	25.07.2021
14.	Prof. Bhagabat Nayak	26.07.2021	Till date

DEPARTMENT OF FINE ARTS & MUSIC

Sl.No.	Name	From	Period
1.	Mr. Ashok Barman	2017	31.08.2020
2.	Mr. PunyoChobin	01.09.2020	Till date

DEPARTMENT OF FOOD TECHNOLOGY

Sl.No.	Name	From	Period
1.	Prof. SumpamTangjang (Coordinator)	02.08.2019	Till date

DEPARTMENT OF GEOGRAPHY

Sl.No.	Name	From	Period
1.	Dr. R.S. Yadava	31.08.1992	28.07.2000
2.	Dr. R.C. Joshi	28.07.2000	26.07.2003
3.	Dr. R.S. Yadava	26.07.2003	08.12.2005

4.	Dr. R.C. Joshi	08.12.2005	16.11.2008
5.	Dr.TomoRiba	16.11.2008	21.12.2008
6.	Dr.NishamaniKar	05.12.2008	20.01.2009
7.	Dr. Nandini C. Singh	21.01.2009	28.12.2011
8.	Dr.NishamaniKar	29.12.2011	28.12.2014
9.	Dr. S.K. Patnaik	20.01.2015	19.01.2018
10.	Dr. Kiran Kumari	19.01.2018	22.01.2021
11.	Prof. TomoRiba	22.01.2021	Till date

DEPARTMENT OF GEOLOGY

Sl.No.	Name	From	Period
1.	Dr.Laskar	July 2017	31.08.2020
2.	Dr. Chandra Sekaran M	01.09.2020	Till date

DEPARTMENT OF HINDI

Sl.No.	Name	From	Period
1.	Dr. A.K. Nath	17.09.1999	16.09.2002
2.	Dr. N.K. Pandey	17.09.2002	21.09.2005
3.	Dr. A.K. Nath	22.09.2005	20.09.2008
4.	Dr. A.K. Nath	22.09.2008	21.01.2010
5.	Dr.Oken Lego	25.07.2012	05.08.2013
6.	Dr. H.K. Sharma	06.08.2013	05.08.2016
7.	Dr. Oken Lego	16.08.2016	23.08.2019
8.	Prof. S.S. Singh	23.08.2019	Till date

DEPARTMENT OF HISTORY

Sl.No.	Name	From	Period
1.	Prof. S. Dutta	20.09.1988	20.09.1993
2.	Prof. Tamo Mibang	20.09.1993	20.08.1995
3.	Prof. S. Dutta	20.08.1995	14.09.2004
4.	Prof. B. Tripathy	14.09.2004	17.09.2007
5.	Prof. S.K. Singh	17.09.2007	19.07.2011
6.	Prof. S.N. Singh	20.07.2011	19.07.2014
7.	Prof. TanaShowren	31.07.2014	31.08.2017
8.	Prof. SarhaHilaly	01.09.2017	01.09.2020
9.	Prof. AshanRiddi	01.09.2020	Till date

DEPARTMENT OF LAW

Sl.No.	Name	From	Period
1.	Prof. R.C. Parida, Coordinator	2020	2021
2.	Dr.TopiBasar	14.06.2021	Till date

DEPARTMENT OF MANAGEMENT

Sl.No.	Name	From	Period
1.	Prof. R. Tamuli	2005	2014
2.	Mr. B.P.S. Barua	2014	2015
3.	Dr. Arindam Garg	2015	2021
4.	Dr.SankarThappa	18.06.2021	Till date

DEPARTMENT OF MASS COMMUNICATION

Sl.No.	Name	From	Period
1.	Mr. Moji Riba	2004	2008
2.	Mr. Sunil Koiyam	2008	2012
3.	Mr. Moji Riba	2012	2014
4.	Prof. Kh. Kabi	2014	2017
5.	Prof. Kh. Kabi	2017	2020
6.	Mr. Moji Riba	2020	2021
7.	Dr. Nawaz Khan	2021	10.02.2022
6.	Prof. Uttam Kumar Pegu	11.02.2022	Till date

DEPARTMENT OF MATHEMATICS

Sl.No.	Name	From	Period
1.	Mr. T.K. Choudhury	2004	2006
2.	Dr. Bipan Hazarika	2006	2010
3.	Dr. Utpal Jyoti Das	2010	2014
4.	Prof. Sahin Ahmed	2014	2017
5.	Prof. Sahin Ahmed	2017	2020
6.	Dr. Nipen Saikia	01.09.2020	Till date

DEPARTMENT OF NATIONAL SECURITY STUDIES

Sl.No.	Name	From	Period
1.	Prof. P.K. Panigrahi (Coordinator)	30.05.2016	09.01.2019
2.	Prof. Nani Bath (Coordinator)	10.01.2019	01.12.2020
3.	Prof. P.K. Panigrahi (Coordinator)	02.12.2020	Till date

DEPARTMENT OF PHYSICAL EDUCATION & SPORTS SCIENCE

Sl.No.	Name	From	Period
1.	Dr. Anil Mili	30.07.2015	31.08.2020
2.	Dr. Tadang Minu	01.09.2020	10.02.2022
3.	Dr. Sambhu Prasad	11.02.2022	Till date

DEPARTMENT OF PHYSICS

Sl.No.	Name	From	Period
1.	Prof. Hiralal Das	12.07.2011	20.08.2013
2.	Dr. Upamanyu Das	21.08.2013	06.07.2015
3.	Prof. Sanjeev Kumar	07.07.2015	06.07.2018
4.	Prof. Sanjeev Kumar	07.07.2018	15.07.2021
5.	Prof. P.K. Kalita	16.07.2021	Till date

DEPARTMENT OF POLITICAL SCIENCE

Sl.No.	Name	From	Period
1.	Prof. A.C. Talukdar	1998	2001
2.	Prof. Arun Kr Singh	2001	2003
3.	Prof. P.K. Panigrahi	2003	2006
4.	Prof. Pura Tado	2006	2011
5.	Prof. Nani Bath	2011	2014
6.	Prof. Nabam Nakha Hina	2017	2017
7.	Prof. P.K. Panigrahi	2017	2020
8.	Prof. Nabam Naka Hina	2020	Till date

DEPARTMENT OF PSYCHOLOGY

Sl.No.	Name	From	Period
1.	Dr.KakaliGoswami	2017	2020
2.	Dr.DharmeswariLourembam	2020	Till date

DEPARTMENT OF SOCIAL WORK

Sl.No.	Name	From	Period
1.	Mr. Chaphiak Lowang	07.08.2015	14.09.2018
2.	Dr. Kaushalendra Pratap Singh	14.09.2018	15.09.2021
3.	Dr. Ravi Ranjan Kumar	15.09.2021	Till date

DEPARTMENT OF SOCIOLOGY

Sl.No.	Name	From	Period
1.	Prof. Muquitul Hussain	July 2011	August 2013
2.	Sr. Bikash Bage	September 2013	August 2014
3.	Dr. Soubhagya Ranjan Padhi	August 2014	12.09.2017
4.	Mr. Bikash Bage	13.09.2017	14.09.2020
5.	Dr. Shashank Yadav	15.09.2020	Till date

DEPARTMENT OF STATISTICS

Sl.No.	Name	From	Period
1.	Prof. Vandana Upadhyay (Coordinator)	02.08.2019	Till date

DEPARTMENT OF ZOOLOGY

Sl.No.	Name	From	Period
1.	Dr.Abhijit Mazumder	1997	1999
2.	Dr. O.P. Singh	1999	2001
3.	Dr.Abhijit Mazumder	2001	2002
4.	Dr. D.N. Das	2002	2003
5.	Dr. H.N. Sarma	2003	2006
6.	Dr. D.N. Das	2006	2009
7.	Dr. J. Chakraborty	2009	2012
8.	Prof. H.N. Sarma	2012	2015
9.	Prof. D.N. Das	2015	2018
10.	Prof. J. Chakraborty	2018	2021
11.	Prof. D.N. Das	2021	05.04.2022
12.	Dr. Daniel Mize	06.04.2022	Till date

Incumbency of Statutory Officers of the University

VICE CHANCELLOR

Sl.No.	Name	From	Period
1.	Prof. C.L. Anand	01.09.1987	13.01.1992
2.	Mr. Madan Jha, IAS	11.02.1992	22.01.1993
3.	Mr. S. Raghunathan, IAS	25.01.1993	05.12.1993
4.	Prof. A.C. Bhagabati	06.12.1993	05.12.1998
5.	Prof. TamoMibang (Acting)	06.12.1998	10.01.1999
6.	Dr. K.K. Dwivedi	11.01.1999	15.11.2002

7.	Prof. Tamo Mibang	16.11.2002	19.08.2003
8.	Prof. Atul Sarma	19.08.2003	30.06.2006
9.	Prof. Tamo Mibang (Acting)	01.07.2006	19.11.2006
10.	Prof. S.C. Saha	20.11.2006	09.04.2007
11.	Prof. K.C. Belliappa	09.04.2007	05.05.2010
12.	Prof. TamoMibang (Acting)	06.05.2010	04.10.2011
13.	Prof. David R. Syiemlieh	05.10.2011	06.06.2012
14.	Prof. K.C. Kapoor (Acting)	19.06.2012	18.12.2012
15.	Prof. Tamo Mibang	18.12.2012	01.08.2018
16.	Prof. Amitava Mitra (Acting)	01.08.2018	04.10.2018
17.	Prof. Saket Kushwaha	04.10.2018	Till date

PRO VICE CHANCELLOR

Sl.No.	Name	From	Period
1.	Mr. Madan Jha, IAS	11.02.1992	22.01.1993
2.	Mr. S. Rachunathan, IAS	25.01.1993	05.12.1993
3.	Prof. Tamo Mibang	13.09.2002	09.04.2008
4.	Prof. PuraTado	26.03.2010	05.05.2010
5.	Prof. Amitava Mitra	01.10.2019	Till date

REGISTRAR

Sl.No.	Name	From	Period
1.	Mr. A.P. Srivastava	01.07.1985	05.05.1988
2.	Dr. J. Nath	06.05.1988	04.05.1991
3.	Dr. Tai Nyori (Acting)	05.05.1991	21.11.1991
4.	Mr. Joram Begi	29.11.1991	08.11.1996
5.	Dr. Tai Nyori (Acting)	29.11.1996	09.02.1997
6.	Mr. Joram Begi	10.02.1997	31.01.2002
7.	Dr. Tai Nyori (Acting)	31.01.2002	30.12.2003
8.	Dr. Tai Nyori (Acting)	30.12.2003	31.12.2006
9.	Mr. Stephen Hongray (Acting)	01.01.2007	05.11.2007
10.	Prof. Amitava Mitra (Acting)	01.11.2007	08.04.2008
11.	Dr. Dipak Pandey	08.04.2008	08.07.2009
12.	Mr. AthikhoChalai (Acting)	13.07.2009	25.01.2010
13.	Dr. Tomo Riba (Acting)	26.01.2010	21.03.2010
14.	Dr. Tana Showren (Acting)	29.03.2010	18.07.2010
15.	Prof. Amitava Mitra (Acting)	19.07.2010	24.12.2011
16.	Dr. Tomo Riba (Acting)	24.12.2011	24.04.2012
17.	Dr. Tana Showren (Acting)	25.04.2012	03.06.2012
18.	Dr. Rachob Taba	04.05.2012	03.06.2017
19.	Prof. Amitava Mitra (Acting)	03.06.2017	04.09.2017
20.	Prof. Tomo Riba (Acting)	05.09.2017	24.09.2020
21.	Dr. N.T. Rikam	24.09.2020	Till date

FINANCE OFFICER

Sl.No.	Name	From	Period
1.	Mr. Stephen Hongray	21.11.2005	19.02.2008
2.	Mr. Tomar Ete (Acting)	20.02.2008	15.04.2008
3.	Dr. D. Pandey (Acting)	16.04.2008	23.07.2008
4.	Mr. Athikho Chalai	24.07.2008	10.04.2013

5.	Prof. AmitavaMitra (Acting)	11.04.2013	01.08.2018
6.	Prof. Tomo Riba (Acting)	01.08.2018	17.02.2019
7.	Prof. Otem Padung (Acting)	18.02.2019	31.08.2020
8.	Prof. Otem Padung	01.09.2020	Till date

CONTROLLER OF EXAMINATIONS

Sl.No.	Name	From	Period
1.	Mr. S.C. Das	25.04.1988	20.12.1990
2.	Dr. Tai Nyori	21.12.1990	30.12.2003
3.	Dr. Tai Nyori (Acting)	30.12.2003	31.12.2006
4.	Dr. Tai Nyori	31.12.2006	24.10.2007
5.	Mr. Tomar Ete	24.10.2007	18.11.2008
6.	Dr. Tomo Riba (Acting)	18.11.2008	24.04.2012
7.	Prof. Ranjit Tamuli (Acting)	24.04.2012	31.07.2014
8.	Prof. Ranjit Tamuli	01.08.2014	11.07.2018
9.	Dr. Nani Tamang Jose (Acting)	12.07.2018	23.09.2020
10.	Dr. Bijay Raji	24.09.2020	Till date

DIRECTOR, IQAC

Sl.No.	Name	From	Period
1.	Prof. Amitava Mitra	03.11.2011	15.12.2019
2.	Prof. R.C. Parida	16.12.2019	Till date

INSTITUTE OF DISTANCE EDUCATION

Sl.No.	Name	From	Period
1.	Prof. M.C. Behera	11.03.2005	18.09.2008
2.	Prof. J.C. Soni	19.09.2008	11.10.2009
3.	Prof. Tomo Riba	12.10.2009	11.04.2010
4.	Prof. Ashan Riddi	12.04.2010	Till date

LIBRARIAN

Sl.No.	Name	From	Period
1.	Dr. M. Maltesh	2017	2019
2.	Vacant	2019	Till date

Following facilities have been provided by the university, in its campus:

- a. **Alumni Association of the University:** The University takes pride in the sea of alumnus and an alumni association of the University is in place. All the former students (alumni) and present employees and faculty members are its members and associate members. Association organizes social events/workshop/symposium and carries out academic publications. It provides a variety of benefits and services that help alumni maintain connections to its Alma mater. Significantly, the association supports new student during admissions through Helpdesks, etc.
- b. **Bank & Post Office:** A branch of Bank of Baroda with ATM facility operates in the Administrative Block to meet the banking needs of the University community. An EDBPO (Sub-Post office), with speed post facility also functions in the university campus. One SBI ATM booth is also installed in the campus.

- c. **Bioinformatics Centre:** Established in 2007, it provides basic infrastructural support (hardware and software facilities) to the researchers and post-graduate students of the University and nearby institutions, giving special thrust on Bioinformatics and Biodiversity.
- d. **Boxing Academy:** University runs a Boxing Academy for the budding pugilists of the campus and adjoining area. The academy is committed to talent search and nurturing.
- e. **Canteen & Co-Operative Store:** A central canteen, a tea stall, a cafeteria, a Co-operative store, a Book stall, a Pharmacy, few stationery- cum-grocery shops and a salon in a shopping complex cater to the general needs of the University community. Photocopying facility is also available in the campus.
- f. **Career Counselling Cell:** Established in 2011 under the UGC XIth Plan programmes, the cell provides and extends support to the students in the development of soft skills and communication ability to challenge the rigors of competitive tests and on-job-training in add-on or vocational courses. The cell is in collaborations with SEBI & NSEIL, Kolkata.
- g. **College Development Council:** The College Development Council provides a leadership role and extends help, guidance and advice to all the affiliated colleges admitted to the privileges of the University. The Council is the Principal Advisory Body to the Executive Council and the Academic Council in all matters relating to affiliation. It is constituted comprising representatives from university officials, faculty members, a representative of the State Government, principals and teachers of affiliated colleges. It provides a forum for taking measures for continuously improving the general educational standards of the affiliated colleges. The Council functions as the liaison between the affiliated colleges and the University Grants Commission in forwarding various proposals of colleges to the UGC for obtaining funds under the different schemes for the overall development of colleges.
- h. **Community College:** Community College, RGU was established in the year 2015 following the 12th Five Year Plan recommendation. The UGC has initiated the innovative scheme for setting up of Community Colleges in Universities and Colleges for expansion of skilled-based programmes in higher education to serve the multiple needs, with an objective to provide career oriented cum skill based programme. Currently, Community College, RGU is running one year diploma in computerized accounting.
- i. **Community Drinking Water Centre:** for provision of clean and hygiene drinking water at a price of Rs. 1 per liter.
- j. **Community Development Cell:** Rajiv Gandhi University has adopted five villages under "Unnat Bharat Abhiyan" as part of outreach activities. The various Departments of the University take up rural development programmes on promotion of education, awareness programmes and digital literacy programmes besides other human development initiatives. The cell coordinates the various activities in the implementation of the programmes in the adopted villages.

- k. **Computer Centre:** Established in 2004, the Computer Centre of the University has been successfully fulfilling its objectives. Presently, Computer Centre is housed at University Library and the Academic Block. Initiatives have been taken for construction of the Central Computing Facility wherein Computer Centre will also be located. The Centre is a part of the National Mission on Education through Information and Communication Technology (NMEICT) Project: A mission taken up by MHRD, Govt. of India, New Delhi. The centre has a Help Desk, namely, "Computer Maintenance Facility", to facilitate troubleshooting of problems brought in by the members of the university community in connection with IT and computers. As part of the e- governance initiatives planning and designing of the University Management Solution (UMS) is in progress.
- l. **Day Care Centre:** Established in 2006 under the UGC scheme for providing child care centres in the universities and colleges during the X Plan period, the Day Care Centre at Rajiv Gandhi University is managed by the Management Committee constituted by the university authority under nodal supervision of UGC & Project Cell of the university. The main objective of the centre or scheme is to provide day care facilities to the children of age group of three months to six years of the working parents, students and visiting guest of the university. The facility is also extended to the child of research scholars and local community working parents in the vicinity of the university.
- m. **EDUSAT Centre (National Network):** Year of Establishment: 2005, Sponsoring Agency: UGC-CEC, Location: Department of Geography. Regular classes taught through multicast by CEC for various subjects especially on Development Studies, Mass media, Career Counselling, Hindi, Health, Environment Studies, Economics, Information Communication Technology, Sociology, Public Relation, Education, Political Science & Geography were received at the EDUSAT and routed to Campus LAN. Some important lectures were recorded as archival material in the EDUSAT Server. The programme is also simultaneously telecast through DTH (DishTV Channel 772). Teaching end has been upgraded with better media capability and TrainNet Software for two way interaction with the resource person. Beside, EDUSAT (State Network) was also established in the University with sponsorship from ISRO, which with its Hub station carry out multicasting of recorded educational programmes of DECU, ISRO on regular basis.
- n. **Health Centre:** A four bedded Health Center is operational with two experienced medical officers, three nurses, technicians and a pharmacist. Soon it shall be upgraded to a 14-bedded one with modern medical equipment and facilities. 24 hours Ambulance facility for any emergency is available round the clock.
- o. **Hindi Cell:** The Hindi Cell is playing a vital role in implementation of *Rajbhasa* Hindi and implementation of Official language Hindi in the university. It organizes workshops, orientation programmes, besides literary and cultural competitions on important occasions. The cell also run short-term and long term courses like *prabodh, praveen, pragya*, Hindi typing and shorthand etc.
- p. **Hostel (Residence) Accommodation:** The University maintains 12 (Twelve) halls of residence for students (6 for Men, 5 for Women & 1 Common) with accommodation

capacity of 1038 residents with facilities like common room, TV and Indoor Games. The residents of the halls run their own mess on co-operative basis. Each hall of residence is managed by a Warden. There is a student prefect in each hall. Admission to halls of residence is made as per reservation and merit fixed for the purpose by the University. It is to be noted however, that during summer vacation and winter break boarders shall have to vacate the halls of residence for the routine maintenance of the halls. Accommodation in separate halls of residences for B.Ed, regular and Ph.D scholars are also provided on merit.

- q. **Innovative Centre:** Innovative centre has been set up in the University with a humble motive to accelerate the overall development of university community towards transforming their lives economically, socially and physically by identifying their talents/ skills and further training them through awareness and skill development programmes. Economically viable areas such as cultivation of mushroom, vegetables, and weaving have been tried in the park.
- r. **Institute of Distance Education:** To make higher education for all a reality, the Rajiv Gandhi University has been offering distance education programmes duly recognized and approved by the Distance Education Council (DEC), New Delhi in both Bachelor and Master Degree levels. BA programmes in five subjects namely Economics, Education, English, History and Political Science was started in 2005-06. Subsequently, other subjects namely Hindi, Sociology, and Tribal Studies besides two certificate courses: 'Certificate Course in Fisheries Technology' and 'Certificate Course in English for Communication' have been introduced. M. A. programmes in Education, English, Hindi, Political Science and History have also been introduced. In recent times, IDE has embarked on the road of using ICT for distance learning with its main objective of providing opportunities to aspiring youths of the state for vocational and higher education. IDE has a state-of-art conference hall equipped with smart class. It has also undertaken the 'Women Technology Park' which was originally sanctioned by the Department of Science and Technology, GOI. The park is being developed to function as a centre for vocational training. Currently, Organic vegetable gardening, bee-keeping, mushroom cultivation and vermi-compost production are under way.
- s. **Internal Quality Assurance Cell (IQAC):** The UGC in the XI Plan made a policy decision that all higher educational institutes may establish Internal Quality Assurance Cell (IQAC) to maintain the momentum of quality result. IQAC was conceived as a mechanism to build and ensure a quality culture at the institutional level. It is meant for planning, guiding and maintaining Quality Assurance (QA) and Quality Enhancement (QE) activities of the institution. The IQAC is functional with Vice Chancellor as the chairman, eight senior faculty members, administrative officers and three external experts.
- t. **International Scholars' Cell:** This cell has been established to meet the interest of foreign students and scholars to carry out studies and research activities in the university.
- u. **NET Coaching Centre:** The centre was first established as a Pre-Examination Training Centre (PETC) in the year 1996 to impart coaching to the SC/ST/OBC (Creamy Layer) Female (General) Minority students for preparing themselves to appear UGC/ CSIR

NET Examinations as well as University Examinations with the active participation of subject coordinators from different departments with an Honorary Director to run the affairs of the centre. The Centre was renamed as NET Coaching Centre on September 1, 2008 and is run by a Coordinator, a secretarial staff and one MTS. Subject experts from various departments takes coaching classes.

- v. **National Service Scheme (NSS):** Rajiv Gandhi University is running various community developmental works through its NSS unit with the broad objective of personality development through community service. Every year volunteers who enrol themselves in NSS cell are provided orientation programme and regular activities like tree plantation, blood donation camps, cleanliness drive in the campus etc. organized from time to time. The NSS special programmes in the adopted villages and adventure activities are also organized from time to time. Recently a course on NSS and Youth Development has been introduced as an open elective subject.
- w. **Office of Dean of Students Welfare:** The office of the Dean, Students' Welfare serves as the nodal agency for student services and their welfare in the university. The major concerns of the office have been the admission and management of the Halls of Residences of the students, organizing academic study tours through departments, co-ordination of students' literary, sports and cultural activities, conduct of elections to the Students' Union, etc.
- x. **Physical Education Branch:** The Physical Education Branch was set up in 1999 to conduct programmes and activities for all round development of the students' personality. The branch conducts/organizes Sports, Cultural, Youth Affairs and Students' Union activities, etc. the Infrastructure Facility and Equipment are: Football Ground cum Track & Field (International Standard Size): 3 Nos., Volleyball Court: 3 Nos., Basketball Court: 1 No., Badminton Court: 5 Nos., Auditorium (Multipurpose): 2 Nos.
- y. **Public Grievances Cell:** The University is monitoring and addressing the various grievances of different stakeholders and general public through its robust public grievances cell. The University grievance cell is working under the Centralized Public Grievance Redress and Monitoring System, which is an online web-enabled system over NICNET developed by NIC in association with the Department of Administrative Reforms and Public Grievances (DARPG) with an objective of speedy redress and effective monitoring of grievances by Ministries/Departments/Organizations of Government of India.
- z. **Right to Information (RTI) Cell:** A RTI Cell is functional in the University with the Registrar as its Appellate Authority. One Nodal Officer, One CPIO and an Asst. CPIO is attached to the cell for timely clearance of applications.
- aa. **SC/ST/OBC/PWD & Minority Cell:** This cell deals with and liaise all matters pertaining to the issues of Scheduled Castes, Scheduled Tribes, other Backward Class, Persons with Disability & Minority categories. The cell is entrusted to maintain up-to-date database concerning these categories and makes correspondences with UGC, MHRD, other Central and State Government Agencies.
- bb. **The University Library:** The central Library of the University is functioning in a separate building, since 1998. The total number of books as on today is 63576 out of

which approx. 3000 books are reference nature and approx. 2000 gifted books. The University Library subscribes 14 local, regional and national dailies & 15 numbers of magazines. University Library also subscribes 15 International Journals and 75 National Print Journals. The University Library is registered / enrolled as an Institutional Member of Developing Library Network (DELNET), New Delhi, which is a major Digital Library Resource in South Asia. There is a separate cell to facilitate for internet browsing for the students, research scholars and faculties. They can browse and access more than 9000 plus E- journals full text online under *Sodh Sindhu* Library consortium and Developing Library Network (DELNET) the major Digital Library Resource in South Asia extended to the readers. (OPAC) online public access catalogue facility can be accessed by IP: 10.1.0.201. There is separate section for Text-Books, current Periodicals, dissertations (195 nos.) and Thesis (244 nos.) are on display, as well on database. The circulation through Kiosk from Smart Card RFID system is functional. ETD (Electronic Thesis & Dissertation) and Digitized rare books on Arunachal and E-Books are also available. The central library of the University also organizes Workshops, Training and orientation programmes on Library related fields such as Automation, User education, etc. The library remains open from 9AM to 7PM on all working days.

- cc. **Transport Facilities:** The University extends adequate bus services from the Campus to Nirjuli, Naharlagun & Itanagar for students and staff at concessional rates. Frequent bus services are provided to NERIST point in Nirjuli on National Highway 52-A, from where public transport facility can be easily availed.
- dd. **University Industry Interface Cell (UIIC):** Established in the year 2014, this cell is first of its kind in the entire North East, and is functional from the Department of Management. The cell is playing its part in bringing industries closer to the University community.
- ee. **V-SAT Facility:** VSAT Facility, established in the year 2000 has been extending its services to the university with constant upgradation of its services since its inception. Internet access facility which is an essential service to the university is being monitored and maintained by the facility. Campus-wide Local Area Network (CLAN) of the university which is the core infrastructure in enabling sharing of resources and flow of information within and outside the University has been constantly expanding as the main facilitator of all the IT enabled services. Rajiv Gandhi University, being one of the member institutes of National Knowledge Network (NKN)- a state-of-the- art multi-gigabit pan-India network for providing a unified high speed network backbone for all knowledge related institutions in the country, has laid down the timeline for the commissioning of the NKN 1gbps link. Soon the University would be actively participating in the areas of content generation and resource sharing from its pool. This would enable the university to showcase the knowledge base available with the university. Besides being the member of consortiums like DeLCON, INFLIBNET, the university has got privileges to access several globally renowned e journals. VSAT Facility would very soon be introducing mail and messaging services as part of the e-governance initiatives, creating wireless hotspots, application repository and various other intranet services. VSAT Facility also provides internet connectivity through a 2mbps leased

line link and 1mbps DAMA VSAT link from ERNET India, New Delhi. Both the links supplement each other in case of failure of one thereby rendering 24/7 internet access to the university community. 1gbps connectivity under NKN has already been extended to the university by National Informatics Centre (NIC), Itanagar using the leased line circuit from BSNL.

- ff. **Women Studies and Research Centre (WS&RC):** Established on 5th September, 2009 under the UGC XI Five Year Plan, it functions as an independent multi-disciplinary centre. The centre conducts research activities, seminars, symposiums, awareness camps and capacity building programmes.

1.2. POWER AND DUTIES OF ITS OFFICERS AND EMPLOYEES [SECTION 4(1)(B)(II)]

1.2.1. Powers and Duties of Officers (Administrative, Financial and Judicial)

1.2.1.1. **The Visitor (As per Sec 9of RGU Act, 2006):** The President of India shall be the Visitor of the University.

- 1) The Visitor may, from time to time, appoint one or more persons to review the work and progress of the University, including Colleges and Institutions maintained by it, and to submit a report thereon; and upon receipt of that report, the Visitor may, after obtaining the views of the Executive Council thereon through the Vice-Chancellor, take such action and issue such directions as he considers necessary in respect of any of the matters dealt with in the report and the University shall be bound to comply with such directions.
- 2) The Visitor shall have the right to cause an inspection to be made by such person or persons as he may direct, of the University, its buildings, libraries, laboratories and equipment, and of any College or Institution maintained by the University or admitted to its privileges; and also of the examinations, teaching and other work conducted or done by the University and to cause an inquiry to be made in like manner in respect of any matter connected with the administration or finances of the University, Colleges or Institutions.
- 3) The Visitor shall, in every matter referred to in sub-section (3), give notice of his intention to cause an inspection or inquiry to be made, -
 - (a) to the University, if such inspection or inquiry is to be made in respect of the University or any College or Institution maintained by it, or
 - (b) to the management of the College or Institution, if the inspection or inquiry is to be made in respect of College or Institution admitted to the privileges of the University, and the University or the management, as the case may be, shall have the right to make such representations to the Visitor, as it may consider necessary.

- 4) After considering the representations, if any, made by the University or the management, as the case may be, the Visitor may cause to be made such inspection or inquiry as is referred to in sub-section (3) of Section 9.
- 5) Where any inspection or inquiry has been caused to be made by the Visitor, the University or the management shall be entitled to appoint a representative, who shall have the right to be present and be heard at such inspection or inquiry.
- 6) The Visitor may, if the inspection or inquiry is made in respect of the University or any College or Institution maintained by it, address the Vice-Chancellor with reference to the result of such inspection or inquiry together with such views and advice with regard to the action to be taken thereon, as the Visitor may be pleased to offer, and on receipt of address made by the Visitor, the Vice-Chancellor shall communicate, to the Executive Council, the views of the Visitor with such advice as the Visitor may offer upon the action to be taken thereon.
- 7) The Visitor may, if the inspection or inquiry is made in respect of any College or Institution admitted to the privileges of the University, address the management concerned through the Vice-Chancellor with reference to the result of such inspection or inquiry, his views thereon and such advice as he may be pleased to offer upon the action to be taken thereon.
- 8) The Executive Council or the management, as the case maybe, shall communicate, through the Vice-Chancellor to the Visitor such action, if any, as it proposes to take or has been taken upon the result of such inspection or inquiry.
- 9) Where, the Executive Council or the management, does not, within a reasonable time, taken action to the satisfaction of the Visitor, the Visitor may, after considering any explanation furnished or representation made by the Executive Council or the management, issue such directions as he may think fit and the Executive Council or the management, as the case may be, shall comply with such directions.
- 10) Without prejudice to the foregoing provisions of this section, the Visitor may, by order in writing, annul any proceeding of the University which is not in conformity with the Act, the Statutes or the Ordinance:
 - (a) Provided that before making any such order, he shall call upon the Registrar to show cause why such an order should not be made, and if any cause is shown within a reasonable time, he shall consider the same.
- 11) The Visitor shall have such other powers as may be prescribed by the Statutes.

1.2.1.2. **The Chief Rector:** The Governor of the State of Arunachal Pradesh shall be the Chief Rector of the University.

1.2.1.3. **Officers of the University:** The following shall be the officers of the University: -

- a) the Chancellor;
- b) the Vice-Chancellor;
- c) the Pro-Vice-Chancellor;
- d) the Deans of Faculties;
- e) the Registrar;
- f) the Finance Officer;

- g) the Controller of Examinations;
- h) the Librarian; and
- i) such other officers as may be declared by the Statutes to be officers of the University.

1.2.1.4. **The Chancellor:** The Chancellor shall be appointed by the Visitor in such manner as they may be prescribed by the Statutes. The Chancellor shall, by virtue of his office, be the head of the University and shall, if present, preside at the Convocations of the University held for conferring degrees and meetings of the Court.

1.2.1.5. **The Vice-Chancellor:** The Vice-Chancellor shall be appointed by the Visitor in such manner as may be prescribed by the Statutes.

Prof. Saket Kushwaha

Vice Chancellor

Contact: +91 3602277252

vc@rgu.ac.in, saket.kushwaha@rgu.ac.in

The information is available on the website under the link:

<https://rgu.ac.in/vice-chancellor/>

- a) The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general supervision and control over the affairs of the University and give effect to the decisions of all the authorities of the University.
- b) The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general supervision and control over the affairs of the University and give effect to the decisions of all the authorities of the University. The Vice-Chancellor may, if he is of the opinion that immediate action is necessary on any matter, exercise any power conferred on any authority of the University by or under this Act and shall report to such authority at its next meeting the action taken by him on such matter.
 - a. Provided that if the authority concerned is of the opinion that such action ought not to have been taken, it may refer the matter to the Visitor whose decision thereon shall be final: Provided further that any person in the service of the University who is aggrieved by the action taken by the Vice-Chancellor under this sub-section shall have the right to represent against such action to the Executive Council within three months from the date on which decision on such action is communicated to him and thereupon the Executive Council may confirm, modify or reverse the action taken by the Vice-Chancellor.
- c) The Vice-Chancellor, if he is of the opinion that any decision of any authority of the University is beyond the powers of the authority conferred by the provisions of this Act, the Statutes or the Ordinances or that any decision taken is not in the interest of the University, may ask the authority concerned to review its decision within sixty days of such decision and if the authority refuses to review the decision either in whole or in

part or no decision is taken by it within the said period of sixty days, the matter shall be referred to the Visitor whose decision thereon shall be final.

d) The Vice-Chancellor shall exercise such other powers and perform such other duties as may be prescribed by the Statutes or the Ordinances.

1.2.1.6. **The Pro-Vice-Chancellor:** The Pro-Vice-Chancellor shall be appointed in such manner and on such terms and conditions of service, and shall exercise such powers and perform such duties, as may be prescribed by the Statutes.

1.2.1.7. **The Deans of Faculties:** Every Dean of Faculty shall be appointed in such manner and shall exercise such powers and perform such duties as may be prescribed by the Statutes.

1.2.1.8. **The Registrar:** The Registrar shall be appointed in such manner and on such terms and conditions of services as may be prescribed by the Statutes. The Registrar shall have the power to enter into agreements, sign documents and authenticate records on behalf of the University and shall exercise such powers and perform such duties as may be prescribed by the Statutes.

1.2.1.9. **The Finance Officer:** The Finance Officer shall be appointed in such manner and shall exercise such powers and perform such duties, as may be prescribed by the Statutes.

1.2.1.10. **The Controller of Examinations:** The Controller of Examinations shall be appointed in such manner and shall exercise such powers and perform such duties, as may be prescribed by the Statutes.

1.2.1.11. **The Librarian:** The Librarian shall be appointed in such manner and on such terms and conditions of service, and shall exercise such powers and perform such duties, as may be prescribed by the Statutes.

1.2.1.12. **Other Officers:** The manner of appointment and powers and duties of other officers of the University shall be prescribed by the Statutes.

1.2.1.13. **Authorities of the University:** The following shall be the authorities of the University:-

- [1] the Court;
- [2] the Executive Council;
- [3] the Academic Council;
- [4] the College Development Council;
- [5] the Board of Studies;
- [6] the Finance Committee; and
- [7] such other authorities as may be declared by the Statutes to be the authorities of the University.

1.2.1.13.1. **The Court:** The constitution of the Court and the term of office of its members shall be prescribed by the Statutes, provided that such number of members as may be prescribed by the Statutes shall be elected from among the teachers, employees and

students of the University. Subject to the provisions of this Act, the Court shall have the following powers and functions, namely:

- a. to review, from time to time, the broad policies and programmes of the University and to suggest measures for the improvement and development of the University;
- b. to consider and pass resolutions on the annual report and the annual accounts of the University and the audit report on such accounts;
- c. to advise the Visitor in respect of any matter which may be referred to it for advice:
and
- d. to perform such other functions as may be prescribed by the Statutes.

1.2.1.13.2. **The Executive Council:** The Executive Council shall be the principal executive body of the University. The constitution of the Executive Council, the term of office of its Council members and its powers and functions shall be prescribed by the Statutes, provided that such number of members as may be prescribed by the Statutes shall be from among the elected members of the Court.

1.2.1.13.3. **The Academic Council:** The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, the Statutes and the Ordinances, co-ordinate and exercise general supervision over the academic policies of the University. The constitution of the Academic Council, the term of office of its members and its powers and functions shall be prescribed by the Statutes, provided that such number of members as may be prescribed by the Statutes shall be from among the elected members of the Court who are teachers of the University.

1.2.1.13.4. **The College Development Council:** The College Development Council shall be responsible for admitting Colleges to the privileges of the University. The constitution of the College Development Council, the term of office of its members and its powers and functions shall be prescribed by the Statutes.

1.2.1.13.5. **The Board of Studies:** The constitution, powers and functions of the Board of Studies shall be prescribed by the Statutes.

1.2.1.13.6. **The Finance Committee:** The constitution, powers and functions of the Finance Committee shall be prescribed by the Statutes.

1.2.1.13.7. **Other authorities of the University:** The constitution, powers and functions of the other authorities, as may be declared by the Statutes to be the authorities of the University, shall be prescribed by the Statutes.

The power and duties of the various statutory officers and other authorities of the university are defined and specified under the RGU Act 2006, Statutes, and Ordinances, which are available at the link given below.

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/statutory-officers/>

<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>
<https://rgu.ac.in/college-development-council/>
<https://rgu.ac.in/university-court/>
<https://rgu.ac.in/advisory-committees/>

1.2.2. **Power and duties of Other Employees**

Powers and duties of other employees are prescribed in the Rajiv Gandhi University Act 2006, Statutes and Ordinances of the University.

The statutes and ordinances are available on the website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/act-ordinances/>

1.2.3. **Rules/ orders under which powers and duty of Other Employees are derived and Exercised**

Powers / Duties of the employees are derived and Exercised from the University Act, Statutes and Ordinances of the University.

The University Act, Statutes and Ordinances are available on the website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/act-ordinances/>

1.2.4. **Work allocation**

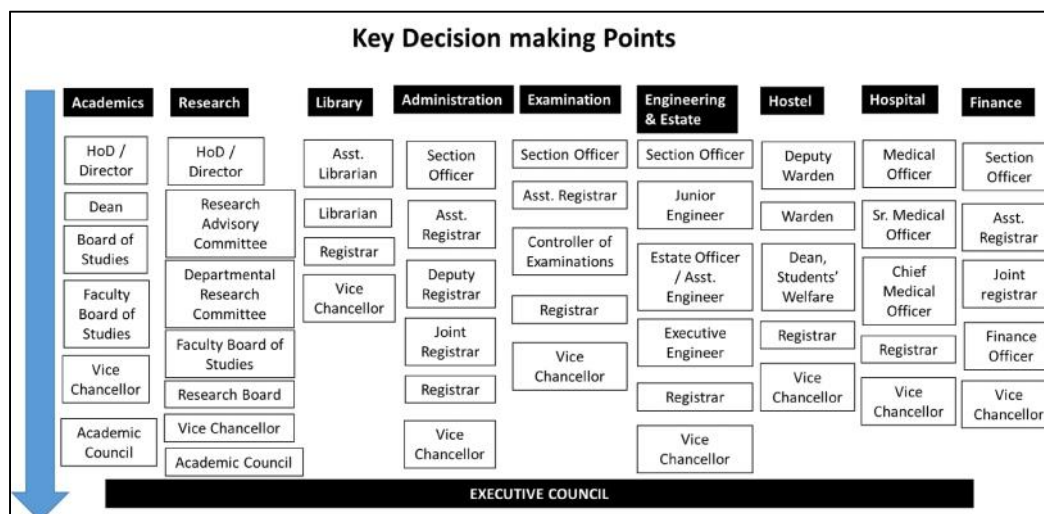
The work allocation and assignments are made in accordance with the University Act, Statutes and Ordinances which are available on the Website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/act-ordinances/>

1.3. **Procedure followed in Decision Making Process [Section 4(1)(b)(iii)]**

1.3.1. **Procedure followed in decision making process**

Process of decision making Identify key decision-making points: The University follows the process of decision making as per the provisions of RGU Act 2006, Statutes, Ordinances, Academic Rules & Regulations/Policies, and Rules of the University, Instructions received from MINISTRY OF EDUCATION/UGC/SRAs and the decisions taken by University Court / Executive Council / Academic Council / Finance Committee from time to time and procedures / practices of the University. Vice-Chancellor and Statutory Bodies formulate and decide the Policy matters & take administrative decision as per RGU Act, Statutes, Ordinances and Rules.



Procedure followed in decision making process: The authority takes decision as routine matters per the provisions of RGU Act, Statutes, Ordinances, Academic Rules & Regulations/Policies, and Rules of the University, and Instructions received from Ministry of Education/UGC. The important decisions are taken in the meetings of University Statutory Bodies i.e., Court, Executive Council, Academic Council, Finance Committee from time to time as per the powers vested to them in the Central University Act, and Statutes of University. The minutes of meetings of Statutory Bodies are available on University Website. The authority takes decision as routine matters per the provisions of RGU Act, Statutes, Ordinances, Academic Rules & Regulations/Policies, and Rules of the University, and Instructions received from Ministry of Education/UGC. The important decisions are taken in the meetings of University Statutory Bodies i.e., Court, Executive Council, Academic Council, Finance Committee from time to time as per the powers vested to them in the RGU Act, and Statutes of University. The minutes of meetings of Statutory Bodies are available on RGU Website.

The University Act, Statutes and Ordinances available on the Website. The statutes and ordinances are available on the website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>

<https://rgu.ac.in/act-ordinances/>

The details of the decision-making process are available at –

<https://rgu.ac.in/wp-content/uploads/2022/08/Procedure-followed-in-Decision-Making-Process.pdf>

1.3.2. Final Decision-Making Authority

In accordance with the University Act, Statutes and Ordinances, the Executive Council is the supreme decision-making body. Policy matters are decided at the level of Vice-Chancellor and Statutory Bodies (Univ. Court, EC, AC, and FC) as per the powers vested by RGU Act, Statutes, and Ordinances. The Vice Chancellor also takes all decisions pertaining to the day-to-day management of the University. Academic Council, Research Board, statutory officers,

university officers, Deans, HoDs / Directors etc. has taken various decisions pertaining to their administrative domains as specified and defined by the University Act, Statutes and Ordinances.

The statutes and ordinances are available on the website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/act-ordinances/>

The details of the decision-making process is available at –

<https://rgu.ac.in/wp-content/uploads/2022/08/Procedure-followed-in-Decision-Making-Process.pdf>

1.3.3. Related Provisions, Acts, and Rules etc.,

The Rules, Regulations, Instructions, Manuals and records held under control or used by employees for discharging functions.

1. Rajiv Gandhi University Act, 2006 (No.8 of 2007)
2. Statutes and Ordinances of the University
3. GFR-2017, Fundamental Rules, TA Rules, LTC Rules, Medial Allotment Rules of Government of India amended from time to time.
4. Ordinances and Recruitment Rules
5. UGC Guidelines and Rules as amended from time to time, available at www.ugc.ac.in.
6. Guidelines, directives and rules as provided by the Ministry of Education and other related ministries along with amendments from time to time.

The University Act, Statutes and Ordinances are available on the website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/act-ordinances/>

1.3.4. Time limit for taking a decision, if any

The authority follows the timeline for taking decisions as per MINISTRY OF EDUCATION Orders/ Notifications, DOPT Rules, University Ordinances, University Rules & Regulations, and procedures. The frequency of meetings of University Statutory Bodies are as per the provisions of RGU Act, Statutes, and Ordinances. Though there is no statutory time limit has been specified to take any decisions, the decisions take the minimum time, ranging from 1 day to 15 days based on the number of levels of hierarchy and the importance of the decision. Some of the examples of time limit for decision making have been specified as below:

SNo	Decisions	Time frame specified
01	Grant of Leave to students / research scholars/ Staff	01 to 03 days
02	Permission to leave headquarters	01 day
03	Application for availing of LTC	03 days

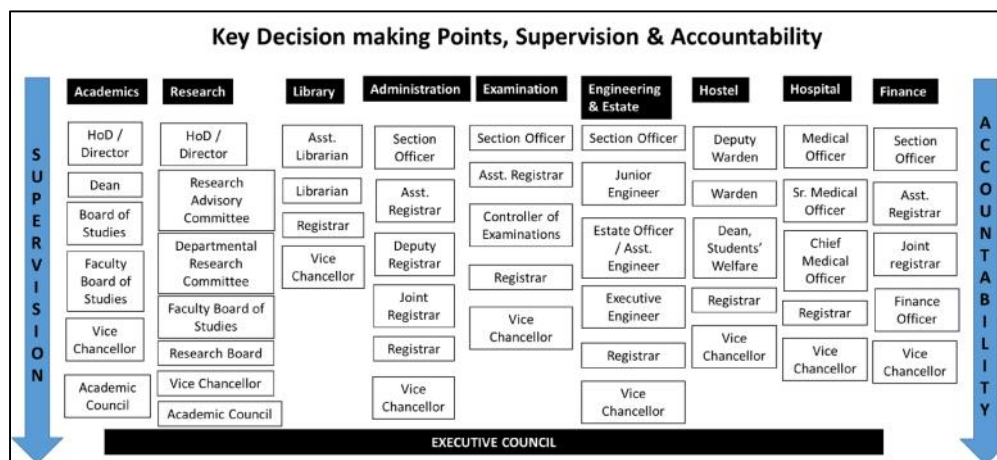
04	Applications for availing NOC etc.	03 to 07 days
05	Disclosure of answer scripts	10 days
06	Issue of Mark-sheet / Provisional Certificate / Migration Certificate	03 days
07	Issue of Identity Card / Library Card etc.	03 days
08	Answer to the questions asked under RTI Act	As specified in the act
09	Routine administrative decisions	01 day
10	Academic decisions based on the approval of the Research Board / Academic Council	Based on the schedule of the RB/AC Meetings
11	Decisions based on the approval of the Executive Council	Based on the schedule of the EC Meeting

NB: The time frame specified is for the normal decisions and the time frame may change as per the importance of the decisions and the issues involved.

The Academic Schedule is set as per Academic Calendar available at <https://rgu.ac.in/academic-calendar/>

1.3.5. Channel of Supervision and Accountability

The University follows the procedure laid down in the University Act 2006 and as prescribed in the Statutes and Ordinances and as per allocation of Work. In addition to this, the Organizational Chart shows the Channel of Supervision & Accountability. The Vice-Chancellor is the Principal Executive and Academic Officer of the University and exercises general supervision and control over the affairs of the University and gives effect to the decisions of the authorities.



In Academic Departments / Centers, each department is headed by HoD / Director, who supervises the work of the staff of their departments / centers and reports to the Dean of the Faculty. In Administrative Branches, the Section Officer / Asst. Registrar / Deputy Registrar / Joint Registrar are the head of their branches who supervises the work of the

staff of their departments/ sections / branches and reports to the Deputy Registrar / Joint Registrar/ Finance Officer / Registrar (as the case may be). In the engineering branches, library and other key decision making points, the flow of supervision and accountability is presented in the above flow-chart.

The University Act, Statutes and Ordinances available on the Website. The statutes and ordinances are available on the website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>

<https://rgu.ac.in/act-ordinances/>

The details of the decision-making process are available at –

<https://rgu.ac.in/wp-content/uploads/2022/08/Procedure-followed-in-Decision-Making-Process.pdf>

1.4. Norms for discharge of functions [Section 4(1)(b)(iv)]

1.4.1. Nature of functions/services offered

Main Function of the RGU as a Public Authority: The Rajiv Gandhi University functions as an institution of higher education devoted to teaching and research (RGU Act 2006) and acts as per the Academic Schedules, as approved by the Academic Council and Executive Council. The details related to functions and service offered by RGU are already mentioned earlier Sections.

The Academic Schedule is set as per Academic Calendar available at

<https://rgu.ac.in/academic-calendar/>

The details of the services and functions are available at <https://rgu.ac.in/#> under the Tab “Facilities” and at <https://rgu.ac.in/wp-content/uploads/2022/08/RGU-Admission-Bulletin-2022-23.pdf>.

1.4.2. Norms for discharge of functions

Normal procedure as per norms and cordial formalities laid by the UGC/Ministry of Education, GoI is followed by Rajiv Gandhi University while executing various activities/ programmes i.e., proposal received from the faculty, departments and students asking for permission for financial assistance/sanction under various schemes, etc. are submitted to the University Authorities for administrative/ financial approval and decisions/ sanctions/ approvals are implemented. The routine correspondence received from different departments is of time bound nature and disposed of within the given time limit by the University. The norms of functions and services offered, norms of service delivery, process to access these services, and time-limit are as per rules.

Norms and Standards for various activities of the University are laid down by the Authorities of the Universities such as, University Court, Executive Council, Academic Council and

Finance Committee. The Annual Report prepared under the direction of Vice-Chancellor and Executive Council is considered by the Court of the University at its annual meetings along with audited accounts, etc., of the University. The Annual Report of the University along with Audited Accounts are placed on the table of both the Houses of Parliament every year.

The University Court is the Supreme authority and it has the powers to review the acts of Executive Council and the Academic Council save when these authorities have acted in accordance with the powers conferred upon them under the Act, Statutes, and Ordinances of the University.

1.4.3. **Process by which these services can be accessed**

The Offices, Departments, Centers, Laboratories, Library, Hostel, Offices etc., are located on the University Campus which facilitates as quick communication channels to and fro. The process to access the services are mentioned on University Website www.rgu.ac.in. The norms/standards of functions/service delivery, process to access these services, and time limit for achieving the targets are as defined in RGU Act 2006, Statutes of University, Ordinances of the University, and as per rules set by University Authorities from time to time. The same has been communicated in minutes of statutory body meetings, notifications, and rules available on University Website

<https://rgu.ac.in/executive-council/>,
<https://rgu.ac.in/academic-council/>,
<https://rgu.ac.in/finance-committee/>,
<https://rgu.ac.in/university-court/>,
<https://rgu.ac.in/advisory-committees/>.

The general code for discharge of its daily functions is to accomplish work on day-to-day basis, keeping in view the requirement and urgency of each case. The minutes of meetings of EC, AC, FC, and University Court and Annual/Financial Reports are available online. The Rules, Regulations, Instructions, Manuals and records held under control or used by employees for discharging functions. The norms for discharging their respective functions are clearly defined.

1. Rajiv Gandhi University Act, 2006 (No.8 of 2007)
2. Statutes and Ordinances of the University
3. GFR-2017, Fundamental Rules, TA Rules, LTC Rules, Medial Allotment Rules of Government of India amended from time to time.
4. Ordinances and Recruitment Rules
5. UGC Guidelines and Rules as amended from time to time, available at www.ugc.ac.in.
6. Guidelines, directives and rules as provided by the Ministry of Education and other related ministries along with amendments from time to time.

The University Act, Statutes and Ordinances are available on the website under the link:

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/act-ordinances/>

1.4.4. Time Limit for achieving the Targets

- i. Academic Time Limits - The targets are achieved as per Academic Calendar. Available on University Website on <https://rgu.ac.in/academic-calendar/>
- ii. Other Targets - The targets are achieved as per provisions defined in RGU Act 2006, Statutes of the University, Ordinance of University, Notifications issued in pursuance of the decision of Statutory Body Meetings, and as per rules set by University Authorities from time to time.

1.4.5. Process of Redress of Grievance

The University is monitoring and addressing the various grievances of different stakeholders and general public through its robust public grievances cell. The university grievance cell is working under the Centralized Public Grievance Redress and Monitoring System, which is an online web-enabled system over NICNET developed by NIC in association with the Department of Administrative Reforms and Public Grievances (DARPG) with an objective of speedy redress and effective monitoring of grievances by Ministries/ Departments/ Organizations of Government of India.

Generally, grievances are received either on online portal i.e., CPGRAM or offline (through post/emails) etc. Once grievance is received the same is forwarded to the concerned branch/office for providing inputs/reply. If necessary, a committee is also constituted to examine the grievances. Based on the reply received from concerned office/branch or recommendations of the Committee, the grievance is disposed accordingly after the approval of the Competent Authority.

The university also set up the following Committees / Cells to redress the grievances of its stakeholders:

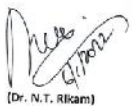
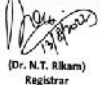
- a) Internal Complaint Committee
- b) Advisory Committees
- c) SC-ST Cell
- d) Minority Cell
- e) OBC Cell
- f) Admission Monitoring and Grievances Redressal Committee

Information is available online under the links:

<https://rgu.ac.in/public-grievances-cell/>
<https://rgu.ac.in/internal-complaint-committee/>
<https://rgu.ac.in/advisory-committees/>
<https://rgu.ac.in/sc-st-cell/>
<https://rgu.ac.in/minority-cell/>
<https://rgu.ac.in/obc-cell/>

https://rgu.ac.in/wp-content/uploads/2022/01/Committee-notification-25.01.2022_0001.pdf

<https://rgu.ac.in/wp-content/uploads/2022/08/circular-regardingadmission.pdf>

<p style="text-align: center;">RAJIV GANDHI UNIVERSITY RONO HILLS, DOIMUKH</p> <p>No. ADM-37/AC/2000</p> <p style="text-align: center;">NOTIFICATION</p> <p style="text-align: right;">January 6, 2022.</p> <p>All the Grievance related Committees viz. Public Grievances Cell, Anti-Ragging Cell, Online Students' Grievances Redressal Portal, Internal Complaint Committee, Gender Champion Club, SC/ST/OBC/PWD/minority Cell, Psychology Counselling Centre, Sexual Harassment Cell, Career Counselling Cell, etc. of the University shall meet on a 'Weekly Basis' to oversee any grievance related issues in the University and report to the undersigned on 'Weekly Basis' with a copy mark to the Vice Chancellor.</p> <p>Further, the Committees shall also bring such issues, if any, to the knowledge of the Vice Chancellor during a monthly meeting which shall be preferably held on every last Friday of the month.</p> <p>This is issued with the approval of the Vice Chancellor.</p> <p style="text-align: right;">Sd/ Registrar</p> <p>Copy to:</p> <ol style="list-style-type: none">1. PS to Vice Chancellor for information.2. PA to Pro Vice Chancellor for information.3. All Deans of Faculties for information.4. PS to Registrar / Finance Officer / CoE for information.5. DSW for information.6. All Heads/Directors of the Departments/Institutes for information.7. All the Chairmen/Member Secretaries/Coordinators of the aforesaid Committees for information and necessary compliance.8. Chief Warden / Wardens / Deputy Wardens for information.9. Joint Registrar (Academic) for information.10. All Branch Officers for information.11. Joint Director (CC) for information with a request to upload the same in the university website.12. Deputy Registrar (A&E) for information.13. Office copy. <p style="text-align: right;"> (Dr. N.T. Rikam) Registrar</p>	<p style="text-align: center;">RAJIV GANDHI UNIVERSITY RONO HILLS, DOIMUKH</p> <p>F. No. RGU/REG-45/AC/21</p> <p style="text-align: right;">13th August, 2022</p> <p style="text-align: center;">CIRCULAR</p> <p>In continuation to earlier Circular vide No. AC-2191/Students-Griev/Cell/20 dated 20th July, 2022, all the HoDs/Directors of the Departments/Institutes shall forward the admission related matter/grievance to the Admission Monitoring and Grievances Redressal Committee duly constituted for the ongoing admission in various courses in the University.</p> <p>Further, the Departments/Institutes must adhere/honour the decision of the Admission Monitoring and Grievances Redressal Committee. In case of any difference in opinion/confusion, the matter should be brought into the notice of the Chairman of the said Committee with a copy to the university authority.</p> <p>This is issued with the approval of the Vice Chancellor.</p> <p style="text-align: right;">Sd/ Registrar</p> <p>Copy to:</p> <ol style="list-style-type: none">1. PS to Vice Chancellor for information.2. PA to Pro Vice Chancellor for information.3. All Deans of Faculties for information.4. Prof. S.K. Chaudhuri, Chairman, Admission Monitoring & Grievances Redressal Committee for information.5. All Heads / Directors of the Departments for information and necessary action.6. Joint Registrar (Academic) for information.7. Joint Director (CC) for information with a request to upload the same in the university website.8. Office copy. <p style="text-align: right;"> (Dr. N.T. Rikam) Registrar</p>
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1.5. Rules, regulations, instructions manual and records for discharging functions[Section 4(1)(b)(v)]

1.5.1. Title and nature of the record/ manual/instruction

- a) Rajiv Gandhi University Act 2006
- b) The Statutes of the University
- c) The Ordinances of the University
 - i. The Court
 - ii. Assignment Of Departments and Centres/Institutes of Studies
 - iii. Establishment of Departmental Council
 - iv. The Deans' Committee
 - v. The Deans of Faculties
 - vi. Powers And Functions of Director of College Development Council
 - vii. Establishment of Faculties of Studies
 - viii. Establishment of Departments
 - ix. Power and Functions of the Head of the Departments
 - x. Admission, Enrolment, Registration, Transfer and Migration of Students to the University and its Affiliated Colleges

- xi. Bachelor in Education (B.Ed.) Programs
- xii. The Board of Undergraduate Studies (BUGS)
- xiii. The Board of Post-Graduate Studies (BPGS)
- xiv. Admission to Program(s) and Examination(s) of Undergraduates in Arts, Science and Commerce as per Choice Based Credit System (CBCS)
- xv. Admission to Program(s) and Examinations of Post-Graduation as per Choice Based Credit System (CBCS)
- xvi. Conduct of Examinations
- xvii. Paper Setting, Examiner, Moderation, Central Evaluation and Publication of Examination Result
- xviii. Disciplinary Control/ Punishment for Indiscipline/Disorderly Conduct/Act, use of Unfair Means/Practices, and Prohibited/Unlawful acts during Examination process
- xix. Classification, Qualifications, Emoluments Salary and Service Conditions of University Teachers
- xx. Leave Rules of the University Teachers
- xxi. Service Conditions of the Teaching Staff
- xxii. Master of Philosophy (M.Phil.) Program
- xxiii. Doctor of Philosophy (Ph.D.) Ordinance, 2020
- xxiv. Terms and Conditions of Service of the Controller of Examinations (CoE)
- xxv. 5-years Integrated Law Course (Ordinance related to B.A. LLB Course is merged In this ordinance)
- xxvi. Powers and Functions of the Dean of Students' Welfare
- xxvii. Affiliation to Colleges and Institutions

The details rules, regulations, instructions, manuals and records for discharge functions available with the University are available on the University website:

www.rgu.ac.in

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>

<https://rgu.ac.in/act-ordinances/>

1.5.2. List of Rules, regulations, instructions manuals and records

The details rules, regulations, instructions, manuals and records for discharge functions available with the University are available on the University website:

www.rgu.ac.in

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>

<https://rgu.ac.in/act-ordinances/>

1.5.3. Acts/ Rules, manuals etc.

The details rules, regulations, instructions, manuals and records for discharge functions available with the University are available on the University website:

www.rgu.ac.in

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>

<https://rgu.ac.in/act-ordinances/>
<https://rgu.ac.in/important-documents/>
<https://rgu.ac.in/news/>
<https://rgu.ac.in/events/>

The guidelines/Regulations/notifications issued by the UGC / Ministry Of Education/ DoPT for Central Universities are also available on above links.

The University follows Government of India rules for finance/purchase related matters.

1.5.4. **Transfer policy and transfer orders**

The Rajiv Gandhi University is a Central Autonomous Body under the Department of Education, Govt. of India with a single campus and having no constituent college. There is no provision for transfer from one Autonomous Body to other Autonomous Body, set up under the Ministry of Education, Gol. However, internal transfers of the employees of the university have been made from time to time for internal management. As per prevailing rules of the University, Inter-Branch and Inter-Department transfer of an Employee (non-teaching) are channelled after regular intervals of up to 3 (three) years or 5 (five) years for efficiency and smooth conduct of administration by issuing order(s) to that effect. Hence, employees of Rajiv Gandhi University are not transferred elsewhere. However, internal transfers are carried out from time to time.

The University is a single unit and does not have any off-campus at present. All the Administrative Staff in the various Sections is under the authority of Vice Chancellor. The Competent Authority (CA) constitutes committees consisting of administrative & academic authorities, on whose recommendations and acceptance by the CA, the decision for handling of additional charge to employees are taken in addition to their existing duties. No outside transfers are possible. The Competent Authority may assign additional charge or issue order of inter-departmental transfer of employee as per provisions of RGU Act, statutes, ordinances and rules & regulations of University. On transfer of a staff from one section to another, he/she has to handover the charge to another person and take charge of his/her respective section. In case of additional charge is assigned to an employee, he/she has to perform additional duties of additional charge assigned in addition to his/her existing duties.

The draft transfer policy, subject to the ratification by the Executive Council is available at <https://rgu.ac.in/wp-content/uploads/2022/09/New-Doc-09-15-2022-18.00.pdf>

Some of the recent transfer orders (en-mass) available at:

<https://rgu.ac.in/wp-content/uploads/2022/08/Internal-Transfer-MTS.pdf>
<https://rgu.ac.in/wp-content/uploads/2022/08/Internal-Transfer- MTS.pdf>

1.6. Categories of documents held by the authority under its control[Section4(1)(b) (vi)]

1.6.1. Categories of documents

Each Section / Department of RGU hold different categories of document relating to their respective assignments and work allocated to them by the competent authority as per Central University Act, Statutes, Ordinances, and related GOI Rules. The documents held by the RGU are categorized in terms of the different Departments/branches holding them. As such, the documents may be categorized as follows:

- i. Vice Chancellor's Secretariat Documents.
- ii. Registrar's office Documents
- iii. Finance Officer's Office Documents
- iv. CoE's Office Documents
- v. Dean's Office Documents
- vi. HoD's / Director's Office Documents
- vii. Establishment Office Documents
- viii. Academic Branch Documents
- ix. Financial Branch Documents
- x. Payroll Documents
- xi. Examination Branch Documents.
- xii. Library Documents
- xiii. Engineering Branch Documents
- xiv. Estate Branch Documents
- xv. Purchase/Store Branch Documents
- xvi. Various Meetings / Committees Documents
- xvii. Registration Branch Documents

The University maintains Establishment and Administrative records, disciplinary proceedings, Service Register, Pay Ledger, Confidential Reports, Consumable and Non-Consumable Stock Register, Inward and Dispatch Register, Attendance Register, Hostel / Guest House Occupancy Register etc. as per Gol rules. The University also prepares the Annual Reports & Financial Report based on these documents, and the same is presented for approval before the Parliament. The name and title of the important documents are given below:

- i. Act – RGU Act 2006 and Statutes
- ii. Ordinances – Ordinances as approved by the Gol and published in Govt. gazette – available at <https://rgu.ac.in/act-ordinances/> and [https://egazette.nic.in/\(S\(r2ncfy1og0fe4enlk45vhxg5\)\)/SearchMinistry.aspx?id=23350](https://egazette.nic.in/(S(r2ncfy1og0fe4enlk45vhxg5))/SearchMinistry.aspx?id=23350)
- iii. Land Related Documents,
- iv. Approval letters from various Statutory Regulating Authorities like UGC, AICTE, M/o Education, BCI, etc.

- v. Funds sanctioned / release Order by MoE and other funding agencies
- vi. Agenda and Minutes of the meetings of – Executive Council, Academic Council, Finance Committee, Research Board, etc.
- vii. Agenda and Minutes of the meetings of – other regulatory Boards like BPGS, BUGS etc.
- viii. Minutes of other meetings
- ix. Stock and Assets Register
- x. Annual Audit Reports
- xi. Contracts, agreements, MoUs
- xii. Results of the students
- xiii. Time tables of the teaching departments
- xiv. RTI related issues
- xv. Details of the employees

All the above is available at – www.rgu.ac.in

1.6.2. Custodian of documents/categories

As per the RGU Act, 2006, the Registrar of the University is the custodian of all important documents held by the Registrar's Office. In case of Academics/ Admission/ Research etc., the HoDs/ Directors are the custodian of all routine documents of their respective departments and centers. For Administration, the Section Officers and above are the custodians of the documents or respective files held by them in their respective branches as the case may be.

Registrar, Finance Office, Controller of Examinations and Concerned Heads of Departments, as per the provisions of University Act, Statutes and Ordinances of the University. The statute and ordinances are available on the website under the link: <https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf> and <https://rgu.ac.in/act-ordinances/>

1.7. Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]

1.7.1. Name of Boards, Council, Committee etc.

The following shall be the authorities of the University: -

- [1] the Court;
- [2] the Executive Council;
- [3] the Academic Council;
- [4] the College Development Council;
- [5] the Board of Studies;
- [6] the Finance Committee; and
- [7] such other authorities as may be declared by the Statutes to be the authorities of the University.

The Court: The constitution of the Court and the term of office of its members shall be prescribed by the Statutes, provided that such number of members as may be prescribed by the Statutes shall be elected from among the teachers, employees and students of the University. Subject to the provisions of this Act, the Court shall have the following powers and functions, namely:

- a. to review, from time to time, the broad policies and programmes of the University and to suggest measures for the improvement and development of the University;
- b. to consider and pass resolutions on the annual report and the annual accounts of the University and the audit report on such accounts;
- c. to advise the Visitor in respect of any matter which may be referred to it for advice:
and
- d. to perform such other functions as may be prescribed by the Statutes.

The Executive Council: The Executive Council shall be the principal executive body of the University. The constitution of the Executive Council, the term of office of its Council members and its powers and functions shall be prescribed by the Statutes, provided that such number of members as may be prescribed by the Statutes shall be from among the elected members of the Court.

The Academic Council: The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, the Statutes and the Ordinances, co-ordinate and exercise general supervision over the academic policies of the University. The constitution of the Academic Council, the term of office of its members and its powers and functions shall be prescribed by the Statutes, provided that such number of members as may be prescribed by the Statutes shall be from among the elected members of the Court who are teachers of the University.

The College Development Council: The College Development Council shall be responsible for admitting Colleges to the privileges of the University. The constitution of the College Development Council, the term of office of its members and its powers and functions shall be prescribed by the Statutes.

The Board of Studies: The constitution, powers and functions of the Board of Studies shall be prescribed by the Statutes.

The Finance Committee: The constitution, powers and functions of the Finance Committee shall be prescribed by the Statutes.

Other authorities of the University: The constitution, powers and functions of the other authorities, as may be declared by the Statutes to be the authorities of the University, shall be prescribed by the Statutes.

The power and duties of the various statutory authorities of the university are defined and specified under the RGU Act 2006, Statutes, and Ordinances, which are available at the link given below.

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/statutory-officers/>
<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>
<https://rgu.ac.in/college-development-council/>
<https://rgu.ac.in/university-court/>
<https://rgu.ac.in/advisory-committees/>

1.7.2. **Composition**

The composition and constitution of the various statutory bodies and advisory committees of the university are defined and specified under the RGU Act 2006, Statutes, and Ordinances, which are available at the link given below.

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/statutory-officers/>
<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>
<https://rgu.ac.in/college-development-council/>
<https://rgu.ac.in/university-court/>
<https://rgu.ac.in/advisory-committees/>

1.7.3. **Dates from which constituted**

The date of the constitution of the various statutory bodies and advisory committees of the university are defined and specified under the RGU Act 2006, Statutes, and Ordinances, which are available at the link given below.

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/statutory-officers/>
<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>
<https://rgu.ac.in/college-development-council/>
<https://rgu.ac.in/university-court/>
<https://rgu.ac.in/advisory-committees/>

1.7.4. **Term/ Tenure**

The terms/ tenure of the various statutory bodies and advisory committees of the university are defined and specified under the RGU Act 2006, Statutes, and Ordinances, which are available at the link given below.

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/statutory-officers/>
<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>
<https://rgu.ac.in/college-development-council/>
<https://rgu.ac.in/university-court/>
<https://rgu.ac.in/advisory-committees/>

1.7.5. Powers and functions

The powers and functions of the various statutory bodies and advisory committees of the university are defined and specified under the RGU Act 2006, Statutes, and Ordinances, which are available at the link given below.

<https://rgu.ac.in/wp-content/uploads/2020/12/rguAct2006.pdf>
<https://rgu.ac.in/statutory-officers/>
<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>
<https://rgu.ac.in/college-development-council/>
<https://rgu.ac.in/university-court/>
<https://rgu.ac.in/advisory-committees/>

1.7.6. Whether their meetings are open to the public?

The meetings of the statutory bodies and advisory committees are open only for their respective members. RGU has given due representation to the public representatives of different sections of society in all the Statutory Bodies as per the provisions of Central University Act, University Statutes, Ordinances, and Rules. All the minutes of meetings of statutory bodies are available on website open for all which are available at

<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>

Arrangement of Consultation with or representation by members of Public:

- a. The University's English Website (<https://rgu.ac.in/>), and Hindi Website (<https://rgu.ac.in/?lang=hi>) serves as a channel of communication with the members of the public in relation to the formulation of policy and its implementation.
- b. The university has given due representation to the various sections of the public in all the Statutory Bodies such as University Court, EC, AC, Finance Committee, (as per the provisions of RGU Act 2006, University Statutes, Ordinances, & Gol Rules) and allowed them to participate in the process of Policy formulation & implementation

of Policy Decisions during Statutory Body Meetings. The Court / EC / AC / FC of RGU have representatives from members of public and from other organisations or the Ministries of Gol.

- c. UGC in the XI Plan made a policy decision that all higher educational institutes may establish Internal Quality Assurance Cell (IQAC) to maintain the momentum of quality consequences. IQAC was conceived as a mechanism to build and ensure a quality culture at the institutional level. The IQAC is meant for planning, guiding and maintaining Quality Assurance (QA) and Quality Enhancement (QE) activities of the institution. The IQAC is functional with Vice Chancellor as the Chairman, eight senior faculty members, one administrative officer and three external experts. Representation by members of public in IQAC Cell constituted to improve the academic & administrative performance of university (<https://rgu.ac.in/internal-quality-assurance-cell-iqac/>) and to facilitate and develop a participative system of the institution for planning interventionist strategies, to remove deficiencies and enhance quality in academics and administration. IQAC at RGU works for overall quality enhancement in various areas such as curriculum development, teaching-learning and evaluation process, infrastructure resources, students' support systems and governance structure. The IQAC is represented by members from Public in the form of External Experts, Student, & Alumni along with university Officers, and Faculty Members. The IQAC takes feedback from students/teachers/parents/employees/alumni on above points, conducts Administrative/Academic/Laboratory/ Library /Curriculum Audit, analysis the whole situation, and draft policy proposals to be forwarded to Statutory Bodies for Approval & Implementation.
- d. University Internal Complaints Committee / Institutional Ethics Committee/ Animal Ethics Committee, have external representatives from different sections of society (<https://rgu.ac.in/wp-content/uploads/2022/08/Advisory-Committee-Revised-1.pdf>).
- e. University NSS Cell organised awareness camps, Seminar/ workshops and conducted Blood Donation Camps in collaboration with various GOs and NGOs on different occasions.
- f. The minutes of the meetings of these statutory bodies (University Court, EC, AC, and FC) are available online on University's Website. www.rgu.ac.in. Periodic feedback is taken from various stakeholders to improve the system. The recent Annual and Financial Reports of RGU is available on

<https://rgu.ac.in/executive-council/>

<https://rgu.ac.in/academic-council/>

<https://rgu.ac.in/finance-committee/>

1.7.7. Whether the minutes of the meetings are open to the public?

Yes, the minutes of Statutory Bodies Meetings accessible to public and are available on University Website in the following links:

<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>

1.7.8. Place where the minutes if open to the public are available?

Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)] through most Effective Means of Communication: The RGU uses its website as most effective means of communication and updates all important information on www.rgu.ac.in. University regularly updates its website to provide needful information to all its stakeholders. The website features various documents as mentioned in the Manual and the softcopy of which are accessible to all free of cost. The university also circulates important information through social media, advertisements in print / online media, Notice Boards, E-Newsletter, SMS, Whatsapp, Facebook and Email to communicate to its stakeholders. The minutes of Statutory Bodies Meetings accessible to public and are available on University Website in the following links:

<https://rgu.ac.in/executive-council/>
<https://rgu.ac.in/academic-council/>
<https://rgu.ac.in/finance-committee/>

1.8. Directory of officers and employees[Section 4(1) (b) (ix)]

1.8.1. Name and designation

Information about the name and designation of the officers and employees with their contact details are available on the university website:

<https://rgu.ac.in/statutory-officers/>
<https://rgu.ac.in/officers/>
<https://rgu.ac.in/right-to-information-cell/>
<https://rgu.ac.in/students-welfare/>
<https://rgu.ac.in/employee-details/>
<https://rgu.ac.in/wp-content/uploads/2022/08/RGU-Admission-Bulletin-2022-23.pdf>

1.8.2. Telephone, fax and email ID

Information about the name and designation of the officers and employees with their contact details are available on the university website:

<https://rgu.ac.in/statutory-officers/>
<https://rgu.ac.in/officers/>
<https://rgu.ac.in/right-to-information-cell/>

<https://rgu.ac.in/students-welfare/>
<https://rgu.ac.in/employee-details/>
<https://rgu.ac.in/wp-content/uploads/2022/08/RGU-Admission-Bulletin-2022-23.pdf>

1.9. Monthly Remuneration received by Officers & Employees including System of Compensation [Section 4(1) (b) (x)]

1.9.1. List of employees with Gross monthly remuneration

The list of employees including officers (teaching and non-teaching) is available on the website:

<https://rgu.ac.in/employee-details/>

1.9.2. System of compensation as provided in its regulations

Information is available on the website:

https://www.ugc.ac.in/pdfnews/7077481_Revision-of-Pay-of-teachers.pdf

https://www.ugc.ac.in/pdfnews/0854098_pay-revision-of-non-teaching-employees.pdf

<https://rgu.ac.in/employee-details/>

1.10. Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]

1.10.1. Name and designation of the Public Information Officer (PIO), Assistant Public Information officer (APIO) & Appellate Authority

1. First Appellate Authority - Dr. N. T. Rikam, Registrar
2. Nodal Officer – Dr. Bijay Raji, Controller of Examinations
3. CPIO - Mrs. Oriental Taggu, AR (Exam)
4. APIO - Mr. Nangram Toglik, Dy. Registrar (i/c)

Detailed Information is available on the website:

<https://rgu.ac.in/right-to-information-cell/>

1.10.2. Address, telephone numbers and email ID of each designated officials

Details	First Appellate Authority	Nodal Officer	CPIO	APIO
Name	Dr. Nabam Tadar Rikam	Dr. Bijay Raji,	Mrs. Oriental Taggu,	Mr. Nangram Toglik
Designation	Registrar	Controller of Examinations	Asst. Registrar (Examination)	Dy. Registrar (i/c)

Address	Rajiv Gandhi University Rono Hills, Doimukh – 791112, Dist.- Papumpare, Arunachal Pradesh, India			
Telephone Number	+91 0360-2277253 +91 9436895299	+91 9436256929 +91 9862511136	+91 0360- 2278546 +91 8974147981	+91 03602277569 +91 8974417236
Email Id	registrar@rgu.ac.in	coe@rgu.ac.in	rticell@rgu.ac.in	nangram.toglik@rgu.ac.in

1.11. No. of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))

1.11.1. No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings

01 (one). The matter is sub-judice and cannot be disclosed in public domain.

1.11.2. Finalised for Minor penalty or major penalty proceedings

No. The matter is sub-judice and cannot be disclosed in public domain.

1.12. Programmes to advance understanding of RTI(Section 26)

1.12.1. Educational Programmes

From time-to-time officers and stakeholders have been undergoing training/workshops related to understanding of RTI. Information is available on the website:

<https://rgu.ac.in/right-to-information-cell/>

1.12.2. Efforts to encourage public authority to participate in these programmes

From time-to-time officers and stakeholders have been encouraged to undertake training/workshops related to understanding of RTI, through notification.

Information is available on the website:

<https://rgu.ac.in/right-to-information-cell/>

1.12.3. Training of CPIO/APIO

From time-to-time officers and stakeholders have been encouraged to undertake training/workshops related to understanding of RTI, through notification.

Information is available on the website: <https://rgu.ac.in/right-to-information-cell/>

1.12.4. **Update & publish guidelines on RTI by the Public Authorities concerned**

Information is available on the website:

<https://rgu.ac.in/right-to- information-cell/>

1.13. Transfer Policy and Transfer Orders[F No. 1/6/2011- IR dt. 15.4.2013]

1.13.1. **Transfer Policy And Transfer Orders [F No. 1/6/2011- IR Dt.15.4.2013]**

The Rajiv Gandhi University is a Central Autonomous Body under the Department of Education, Govt. of India with a single campus and having no constituent college. There is no provision for transfer from one Autonomous Body to other Autonomous Body, set up under the Ministry of Education, GoI. However, internal transfers of the employees of the university have been made from time to time for internal management. As per prevailing rules of the University, Inter-Branch and Inter-Department transfer of an Employee (non-teaching) are channelled after regular intervals of upto 3 (three) years or 5 (five) years for efficiency and smooth conduct of administration by issuing order(s) to that effect. Hence, employees of Rajiv Gandhi University are not transferred elsewhere. However, internal transfers are carried out from time to time.

The University is a single unit and does not have any off-campus at present. All the Administrative Staff in the various Sections is under the authority of Vice Chancellor. The Competent Authority (CA) constitutes committees consisting of administrative & academic authorities, on whose recommendations and acceptance by the CA, the decision for handling of additional charge to employees are taken in addition to their existing duties. No outside transfers are possible. The Competent Authority may assign additional charge or issue order of inter-departmental transfer of employee as per provisions of RGU Act, statutes, ordinances and rules & regulations of University. On transfer of a staff from one section to another, he/she has to handover the charge to another person and take charge of his/her respective section. In case of additional charge is assigned to an employee, he/she has to perform additional duties of additional charge assigned in addition to his/her existing duties.

The draft transfer policy, subject to the ratification by the Executive Council is available at

<https://rgu.ac.in/wp-content/uploads/2022/09/New-Doc-09-15-2022-18.00.pdf>

Some of the recent transfer orders (en-mass) available at:

<https://rgu.ac.in/wp-content/uploads/2022/08/Internal-Transfer-MTS.pdf>

<https://rgu.ac.in/wp-content/uploads/2022/08/Internal-Transfer- MTS.pdf>