



श्री माता वैष्णो देवी विश्वविद्यालय
Shri Mata Vaishno Devi University, Katra
Kakryal, Katra-182 320 (J&K)

No: SMVDU/Adm/Estt./19/ 6261-66

Dated: 28th Aug 2019

OFFICE ORDER

Sub: Re-organisation of Planning & Coordination Wing.

In the interest of Administration, and as approved by the Competent Authority, the following allocation of duties and staff transfers in Research & Development Wing are made with immediate effect;

- A. Dr. Rakesh Kumar Jha, Dean R&D shall also be heading the Planning & Coordination Wing.
- B. The Planning and Co-ordination wing shall be responsible for the following,
 - i. Preparing and sending the Monthly progress Report;
 - ii. Preparation and participation in all Surveys, like, NIRF, Times Higher Education Ranking, AICTE-CII, AISHE, Atal ranking, ACU etc.,
 - iii. Looking after institutional memberships and Liaising with Various Offices like ACU, IIC etc.; and
 - iv. Any other work assigned by the Competent Authority.
- C. He shall be assisted by Mr. Samir Vohra Assistant Registrar [P&C], and Mr. Joginder Sharma Section Officer in the discharge of the above duties of P&C Section, in addition to their own duties in S&P Wing.
- D. Further, Mr. Nishant Baskhi Office Assistant shall be solely responsible for all types of Surveys and Rankings only, and shall report directly to Dean (R&D).

This issues with the approval of Competent Authority.


Registrar

Copy to:

1. All Deans/ Heads/Section Heads, for information.
2. PS to VC, for the kind information of Hon'ble Vice-Chancellor.
3. Faculty I/c Website, for information and uploading on the University Website.
4. All Concerned Staff:, for information & immediate compliance.
5. Office Order / Circular file.
6. Personal file of the concerned.