



No. SMVDU/Adm/Estt./21/ 924-26

Dated: 09 July, 2021


ADDENDUM

Sub: "Regarding applying for employment outside the University".

In continuation to the circular issued vide no. SMVDU/Adm./Estt./21/7357 dated: 3rd March 2021 regarding "Applying for employment outside the University", it is once again enjoined upon all the faculty and staff members of the University to adhere to the guidelines issued in this regard while applying for employment outside the University, as stated under statutory provisions given in *Clause-17 of the Ordinances governing Recruitment Procedures and Conditions of Service of University Employees, (Chapter 38) of the University Statutes and Ordinances.*

It has been observed that, employees are still applying for outside employment directly without taking prior permission of the Competent Authority and later on, after a gap of five to six months, submit the advance copy of their forms to the registry for officially endorsing the same to the outside agency. This has been viewed very seriously by the Competent Authority. Therefore, all employees are once again advised to adhere strictly to the instructions as laid down in the circular stated at above w.r.t. applying for employment outside the University.

Rest of the contents of the above said Circular shall however remain unchanged.


09/07/21
Registrar
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Encl: Circular dated: 3rd March 2021.

Copy to:

1. All Deans/Heads of Schools and Section Heads, for information and circulation among all Faculty & Staff Members, for strict compliance.
2. PS to VC, for the kind information of the Hon'ble Vice Chancellor.
3. I/c Website, for uploading the same on University Website.
4. Circular file.