



MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

[A Central University established by an Act of Parliament]

Dr. Ambedkar Administrative Building, Raghunathpur, Motihari - 845 401, District - East Champaran, Bihar

Email: osdadmin@mgcub.ac.in

F. No. 2-1/MGCUB/GA/2016

Dated: 16th March 2020

NOTICE

1. It has been decided to convene a meeting at Dr Ambedkar Administrative Building of all the Campus Directors, Deans and Administrative Officers of the University with the Hon'ble Vice-Chancellor at **11:00 A.M. on 17th March 2020 (Tuesday)** to discuss the situation arising out of the **outbreak of novel Coronavirus (COVID - 19)**.
2. All concerned are requested to make it convenient to attend the aforesaid meeting.

(DR PADMAKAR MISHRA)
OSD (Administration)

Copy of the above forwarded to the following for information and necessary action please:

- 1 All Campus Directors, MGCUB
- 2 The OSD (Finance), MGCUB & The Co-ordinator, IQAC, MGCUB
- 3 The Controller of Examinations, MGCUB
- 4 All the Deans of different Schools/ Dean (R & D Cell), MGCUB
- 5 The Proctor/ Provost/ DSW/ Warden/ Incharge Sports Officer/ Procurement Officer
- 6 Deputy Registrar (Academic), MGCUB
- 7 Public Relations Officer, MGCUB
- 8 System Analyst, MGCUB- *with the request to upload on University website.*
- 9 Section Officer (Administration/ Finance/ Chanakya Parisar), MGCUB
- 10 PS to the Vice-Chancellor- *for kind information of the Hon'ble Vice-Chancellor please.*
- 11 Guard File

Deputy Registrar (Estt.)