



## MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]

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

Email: osdadmin@mgcub.ac.in | Website: www.mgcub.ac.in

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

Dated: 14<sup>th</sup> August 2021

### OFFICE ORDER

1. This is with reference to Office Order No.F.2-1/MGCUB/GA/2016 dated 30<sup>th</sup> June 2021 issued by the office of the undersigned vide which faculty members of the University were directed to remain available at headquarter w.e.f. 1<sup>st</sup> July 2021 (Thursday).
2. In continuation to the above, it is hereby notified for information of all concerned that the Competent Authority of the University is pleased to further order that **physical presence of all faculty members of the University in their respective campuses is mandatory w.e.f. 16<sup>th</sup> August 2021 (Monday).**
3. Accordingly, all Deans and Heads are requested to kindly ensure the physical presence of all faculty members under their School and Department respectively w.e.f 16<sup>th</sup> August 2021.
4. This is issued with the approval of the Competent Authority of the University.

*Rajeev Kumar*  
14/08/2021  
[PROF. RAJEEV KUMAR]  
OSD (Administration)

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

1. The Pro-Vice-Chancellor, MGCU
2. Private Secretary to Vice-Chancellor - for kind information of Hon'ble Vice-Chancellor please.
3. The OSD (Finance)/CoE/DSW/Campus Directors/Proctor/Dean, R&D/Librarian/Coordinator, IQAC, MGCU
4. The Provost/Estate Officer, MGCU
5. All the Deans of different Schools, MGCU
6. All the Heads of various Teaching Departments, MGCU - with the request to kindly bring the same to the knowledge of all faculty members under their respective Department.
7. All the Coordinators of different Centres, MGCU
8. Deputy Registrar/Warden, Girls Hostel/Sports Officer, MGCU
9. In-charge University Website, MGCU - with the request to upload the same on University Website.
10. PRO/Hindi Officer/Section Officers, MGCU
11. Guard File



*Dinesh Hooda*  
14/08/2021  
[DINESH HOODA]  
Section Officer