



# MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]


Dr Ambedkar Administrative Building, Near OP Thana, Motihari - 845 401, District - East Champaran, Bihar

F. No. 59-1/MGCUB/GA/2017

Dated: 21<sup>st</sup> November 2022

## OFFICE ORDER


1. In supersession of earlier Notifications/Office Orders issued in this regard and pursuant to provision contained under **Statute 41** of Second Schedule of Central Universities Act 2009 dealing with "**Appointment of Heads of Departments**", the Competent Authority has been pleased to appoint **Dr Atul Bhargava**, Associate Professor, Department of Botany as **Head, Department of Botany** for a period of **three years w.e.f. 25<sup>th</sup> November 2022** or till further orders, whichever is earlier.
2. **Dr Atul Bhargava** shall carry out the duties and responsibilities of Head of the Department as enshrined in **Ordinance No. 4** of the University dealing with "**Function & Duties of the Heads of the Departments**".
3. This is issued with the approval of the Competent Authority.

  
[SACHCHIDA NAND SINGH]  
OSD (Administration)

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

1. Dr Atul Bhargava, Associate Professor, Dept. of Botany, MGCU - with the request to take over the charge of the Head of the Department from Prof. Shahana Majumder from the date as mentioned above
2. Prof. Shahana Majumder, Professor, Dept. of Botany, MGCU - with the request to hand over the charge of the Head of the Department to Dr Atul Bhargava from the date as mentioned above
3. The OSD (Finance)/CoE/DSW/Campus Director/Proctor/Dean, R&D/Librarian/Coordinator, IQAC, MGCU
4. All Deans of different School, MGCU
5. All Heads of various Teaching Departments, MGCU
6. The Provost/Estate Officer, MGCU
7. Warden, Girls Hostel/Sports Officer/Deputy Registrar, MGCU
8. Member Secretary, University Website Committee, MGCU - with the request to upload/update the same on University Website
9. PRO/Hindi Officer/Section Officers, MGCU
10. PS to the Vice-Chancellor- for kind information of the Hon'ble Vice-Chancellor please.
11. Guard File



  
[SACHCHIDA NAND SINGH]  
OSD (Administration)

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Mahatma Gandhi Central University  
Motihari, Distt.-East Champaran, Bihar  
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