



# MAHATMA GANDHI CENTRAL UNIVERSITY

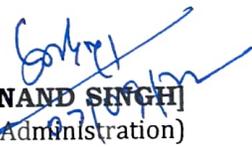
[A Central University established by an Act of Parliament]  
Dr Ambedkar Administrative Building, Near OP Thana, Motihari – 845 401, District – East Champaran, Bihar

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

Dated: 7<sup>th</sup> September 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 Sarita Tiwari**, Associate Professor, Department of Political Science as **Head, Department of Political Science** for a period of **three years** w.e.f. **11<sup>th</sup> September 2022** or till further orders, whichever is earlier.
2. **Dr Sarita Tiwari** 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. Individual concerned.
2. The OSD (Finance)/CoE/DSW/Campus Director/Proctor/Dean, R&D/Librarian/Coordinator, IQAC, MGCU
3. All Deans of different School, MGCU
4. All Heads of various Teaching Departments, MGCU
5. The Provost/Estate Officer, MGCU
6. Warden, Girls Hostel/Sports Officer/Deputy Registrar, MGCU
7. Member Secretary, University Website Committee, MGCU – with the request to upload/update the same on University Website
8. PRO/Hindi Officer/Section Officers, MGCU
9. PS to the Vice-Chancellor- for kind information of the Hon'ble Vice-Chancellor please.
10. Guard File

  
[DINESH HOODA]  
Section Officer

