Office of the Registrar  
(General Section)  
Aligarh Muslim University  
Aligarh

NO. D. 134 /Gen  
Dated: 07.05.2019

NOTICE

It has been observed that Mementos are given to various dignitaries coming on the occasions of functions organized by university functionaries. In this regard I have been directed by Competent Authority to request all the AMU functionaries to avoid giving Mementos to Vice-Chancellor and wife of Vice-Chancellor. The Vice-Chancellor does not have any objection for giving Memento to other dignitaries even in his presence and without giving Memento to Vice-Chancellor and wife of Vice-Chancellor.

This notice does not prohibiting anyway for giving Mementos to the other dignitaries by the University Functionaries.

(Abdul Hamid, IPS)  
Registrar

Distribution:

1. Deans of Faculties/Dean Students' Welfare  
2. Chairman of the Departments of Studies/Head of the Offices/Institutions  
3. Principals of the Colleges/Polytechnics/Schools  
4. Provosts of Halls of Residence and NRSC  
5. All OSDs/Coordinator, Nodal Office of AMU Centres  
6. Proctor/Member-in-Charges/Asstt.MICs/Incharge, Dr. Ambedkar Chair of LS&R  
7. Directors/Coordinators of the Institutes/Centres/Units  
8. University Engineer, Building Department  
9. Secretary, University Games Committee  
10. Editor, Muslim University Gazette  
11. University Librarian, Maulana Azad Library  
12. All JR/DR/JFO/DFO/Joint Controller/Deputy Controller  
13. Assistant Registrars/Assistant Finance Officers/Assistant Controllers  
14. Assistant Registrar, (VC's/PVC's Sectt)/Public Relation Officer/Hindi Officer  
15. PS to Registrar/Finance Officer/Controller.