OFFICE OF THE REGISTRAR
A.M.U., ALIGARH

Dated: 29-04-2013

CIRCULAR

All Deans of the Faculties
Principals of the Colleges/Polytechnic
Chairmen, Department of Studies
Directors of the Centres/Coordinators
Principal Investigators/Coordinators of Projects

1. It has been observed that there is a general tendency being adopted by the Principal Investigators / Coordinators of the Projects to propose the name of more than one teacher to attend a particular Conference / Seminars / Workshop etc. who may/may not be directly associated with the concerned Project. This not only results in unnecessary wastage of Project money, but also amounts to loss of teaching in the University. The Vice-Chancellor has taken a serious note of it and ordered that henceforth only one teacher would be allowed to attend such Conference / Seminar from the Project's fund.

2. If the above is violated the liability shall rest on Project Coordinator and Chairman of the Department concerned. In future approval will not be accorded to a group of teachers for attending the same Conference or Seminar.

3. Compliance of the above orders should be strictly ensured.

(Sahrukh Shamshad)
Group Captain (Retired)
REGISTRAR

Dated: 29-04-2013

Copy to:-
1. All Deans of the Faculties/DSW
2. All Chairmen of the Department of Studies
3. All Principals of the Colleges/Polytechnics/School
4. All Directors of the Centres/All Coordinators/Project Coordinators/Principal Investigators of the concerned Projects.
5. Co-coordinator, Interdisciplinary Bio-technology Unit
6. All Principal Investigators/Coordinators of the Projects through their chairmen.
7. OSD (Development)
8. Deputy Finance Officer (Grants/Bills/Advance/Budget)
9. Assistant Registrar, Vice-Chancellor's Secretariat
10. Assistant Registrar, Pro-Vice-Chancellor's Secretariat
11. P.S to Registrar/Finance Officer

REGISTRAR