

UNIVERSITY OF JAMMU

NOTIFICATION 01 OF 2013

DATE: 18.06.2013

Subject: UNIVERSITY REGULATIONS

It is notified that the **74th University Council** approved the following at its meeting held on **12th April, 2013** at Raj Bhavan, Jammu:-

- I. Adoption of Amended Regulations governing Maintenance and Utilization of '**Examination Maintenance Fund**', as given in **Annexure-I**, as new **Chapter-XLI-B** of University Calendar, 2010, (Vol-II), approved by the University Council vide Resolution No. **74.03**.
- II. Amendment of Regulations governing **Jammu University Entrance Test** for admission to the various academic programmes of the University/Offsite Campuses/ Private Affiliated Colleges from the academic session 2013-14, which shall be incorporated in **Chapter-XVI** of University Calendar, 2010, (Vol-I), as approved by the University Council vide Resolution No. **74.11**.

Existing Regulations	Amended Regulations
<p>i) Admission to the PG Departments of the University of Jammu, Jammu / Campuses /Affiliated Colleges shall be made on the basis of Entrance Test and Academic Merit of Qualifying Examination. The final merit of a candidate out of 100 shall be calculated by giving a weightage of 70 i.e. marks obtained in the Entrance Test and a weightage of 30 to the percentage of marks obtained in the qualifying examination- the 30 shall be calculated by giving the weightage of 10% each to the percentage of marks in Part I, II & III separately.</p> <p>NOTE: For admission to the programmes like M.Ed / M.P.Ed / M.Lib.I.Sc / B.ALL.B (5 year)/B.B.A (HM)/ Honours Courses etc. the</p>	<p>i) Admission to the PG Departments of the University of Jammu, Jammu / Campuses /Affiliated Colleges shall be made on the basis of Entrance Test and Academic Merit of Qualifying Examination. The final merit of a candidate out of 100 shall be calculated by giving a weightage of 40 i.e. marks obtained in the Entrance Test and a <u>weightage of 60</u> to the percentage of marks obtained in the qualifying examination- the <u>60</u> shall be calculated by giving the weightage of <u>20%</u> each to the percentage of marks in Part I, II & III separately.</p> <p>NOTE: For admission to the programmes like M.Ed / M.P.Ed / M.Lib.I.Sc / B.ALL.B (5 year)/B.B.A (HM)/ Honours Courses etc. the weightage of <u>60</u> to the percentage of marks</p>

weightage of 30 to the percentage of marks obtained in the qualifying examination shall be accorded so as to calculate the academic merit of the candidate.

ii) There shall be 70 objective type questions carrying one (1) mark each for each subject/programme: 60 questions of the concerned subject/programme within the notified syllabus and 10 questions on Logic and Reasoning.

iii) Candidates can apply for appearing in the Entrance Test of a maximum of **5 Programmes**. The duration for each paper shall be **75 minutes** (i.e. one hour and fifteen minutes). The examination shall be spread over 12 days. There shall be **4 subject specific tests on each day spread over two shifts**. The schedule shall be as follows:

a. **Shift One** Paper I (10:00 to 11:15 hrs IST)

Paper II (12:00 to 13:15 hrs IST)

b. **Shift Two** Paper III (14:00 to 15:15 hrs IST)

Paper IV (16:00 to 17:15 hrs IST)

iv) Every wrong answer shall be awarded **minus (-) 0.33 marks**. The candidate is required to obtain a minimum of 21 marks out of 70 questions for each subject/programme for general category candidates and 17 marks out of 70 for candidates belonging to SC/ST/ST (residents of Leh & Kargil) category.

v) Centres for Examinations:

There shall be following Centres for conduct of Jammu University Entrance Test (JUET):

- | | |
|-------------|----------------|
| i. Baderwah | v. Rajouri |
| ii. Jammu | vi. Reasi |
| iii. Kathua | vii. Srinagar |
| iv. Poonch | viii. Udhampur |
| ix. Leh | |

obtained in the qualifying examination shall be accorded so as to calculate the academic merit of the candidate.

ii) There shall be 40 objective type questions carrying one (1) mark each for each subject/programme: 40 questions of the concerned subject/programme within the notified syllabus.

iii) Candidates can apply for appearing in the Entrance Test of a maximum of **5 Programmes**. The duration for each paper shall be **1 hour**. The examination shall be spread over 8 days. There shall be **6 subject specific tests on each day spread over six sessions**. The schedule shall be as follows:

S.No.	Session	Time
1.	1 st	8.30 a.m. to 9.30 a.m.
2.	2 nd	10.00 a.m. to 11.00 a.m.
3.	3 rd	11.30 a.m. to 12.30 a.m.
4.	4 th	1.00 p.m. to 2.00 p.m.
5.	5 th	3.00 p.m. to 4.00 p.m.
6.	6 th	4.30 p.m. to 5.30 p.m.

iv) Every wrong answer shall be awarded **minus (-) 0.33 marks**. The candidate is required to obtain a minimum of 14 marks out of 40 questions for each subject/programme for general category candidates and 12 marks out of 40 for candidates belonging to SC/ST/ST (residents of Leh & Kargil) category.

v) Centres for Examinations:

JUET may be conducted at different centres at Jammu City.

vi) Fee for the Jammu University Entrance Test (JUET) to be charged from each candidate shall be as follows:			vi) Fee for the Jammu University Entrance Test (JUET) to be charged from each candidate shall be as follows:		
	Gen.	SC/ST/		Gen.	SC/ST/
ST (Leh & Kargil)			ST (Leh & Kargil)		
a) Opting for one programme	Rs. 450/-	Nil	a) Opting for one programme	Rs. 500/-	Nil
b) Opting for two programmes	Rs. 550/-	Rs. 450/-	b) Opting for two programmes	Rs. 600/-	Rs. 500/-
c) Opting for three programmes	Rs. 650/-	Rs. 550/-	c) Opting for three programmes	Rs. 700/-	Rs. 600/-
d) Opting for four programmes	Rs. 800/-	Rs. 650/-	d) Opting for four programmes	Rs. 850/-	Rs. 700/-
e) Opting for five programmes	Rs. 950/-	Rs. 800/-	e) Opting for five programmes	Rs. 1000/-	Rs. 850/-

- III. Amendment in **Regulation 3** of the regulations relating to **procedure for registration for Ph.D.** in the existing Regulation in **Chapter-LVIII** of University Calendar, 2010, (Vol-I), as approved by the University Council vide Resolution No. **74.18**.

Existing Regulation	Amended Regulation
Every applicant seeking admission to Ph.D. Programme (except those with M.Phil from University of Jammu, JRF (qualified) or those who have qualified NET/SET/SLET, College Teachers, the Statutory Officers and non-vacational officers of the University having minimum experience of five years, and M.Phil from other Universities) shall have to undergo entrance test. However, such exempted candidates as mentioned above will have to apply for the enrolment as per the notification of the Department and shall have to complete other requirements for pursuing the said course. Enrolment of such candidates may take place twice in year, once before the entrance test and once before the ensuing of second semester.	Every applicant seeking admission to Ph.D. Programme (except those with M.Phil from University of Jammu, JRF (qualified) or those who have qualified NET/SET/SLET/ INSPIRE , College Teachers, the Statutory Officers and non-vacational officers of the University having minimum experience of five years, and M.Phil from other Universities) shall have to undergo the entrance test. However, such exempted candidates as mentioned above will have to apply for the enrolment as per the notification of the Department and shall have to complete other requirements for pursuing the said course. Enrolment of such candidates may take place twice in year, once before the entrance test and once before the ensuing of second semester.

- IV. Insertion of modified **Regulations III (b), (e), (f) & (g)** of the Regulations governing **Teacher's Welfare Fund** in the existing Regulations in **Chapter-III** of University Calendar, 2010, (Vol-I), as approved by the University Council vide Resolution No. **74.24**.

Existing	Amended Regulations
(b) The financial assistance shall be provided to a claimant if expenditure on his/her ailment and /or that of his/her dependent exceeds Rs. 10,000/- a month and /or Rs. 50,000/- in a year.	(b) The financial assistance shall be provided to a claimant if expenditure on his/her ailment and /or that of his/her dependent exceeds <u>Rs. 20,000/-</u> per month and/or <u>Rs. 1,00,000/-</u> in a year.
(e) The financial assistance to be granted at a time shall be 50% of the total expenditure which is not to be reimbursed by the employer. However, it should not exceed Rs. 1,50,000/-	(e) The financial assistance to be granted at a time shall be 50% of the total expenditure which is not to be reimbursed by the employer. However, it should not exceed <u>Rs. 3,00,000/-</u> . <u>Further in case of death of (in-service) teacher, full medical expenditure be given within the ceiling of maximum limit of Rs. 4,00,000/-</u>
(f) The maximum financial assistance in all to be allowed to an employee out of the fund shall not exceed Rs. 2,00,000/-.	(f) The maximum financial assistance in all to be allowed to an employee out of the fund shall not exceed <u>Rs. 4,00,000/-</u> .
(g) A sum of Rs. 50,000/- is to be provided to the dependents of the deceased employee who is covered under the financial assistance Regulations at the time of his/her death provided he/she was in service at the time of his/her death. This amount shall be over and above the limit of Rs. 2,00,000/-	(g) A sum of <u>Rs. 2,00,000/-</u> is to be provided to the dependents of the deceased employee who is covered under the financial assistance Regulations at the time of his/her death provided he/she was in service at the time of his/her death. This amount shall be over and above the limit of <u>Rs. 4,00,000/-</u>

V. Adoption of Regulations governing **Quality Assurance Fund** of Directorate of Internal Quality Assurance, University of Jammu (**Annexure-II**) as a new **Chapter-XXIV-A** of University Calendar, 2010, (Vol-I), as approved by the University Council vide Resolution No. **74.25**.

VI. Amendment in Regulations governing maintenance and utilization of '**Development Fund**' of the Directorate of Distance Education, University of Jammu, as approved by the University Council vide Resolution No. **74.30**.

Existing	Amended Regulations
<ol style="list-style-type: none"> 1. There shall be a development Fund of the Institute of Correspondence Education, 2. Subscriptions from enrolled students of the Institute on account of Development Fee shall constitutes the income towards the Development Fund. 3. Every student enrolled with the Institute of Correspondence Education shall be required to pay Development Fee at the rate as may prescribed by the University from time to time. 4. As soon as admissions in the Institute are over, all the collections, in respect of Development Fund shall be deposited in a separate Development Fund account to be maintained by the Institute in the Bank. 5. The Development Fund shall be utilized for the following objects : <ol style="list-style-type: none"> i. Execution of major repairs of classrooms, library etc. in case funds are not made available from maintenance and repair grants of University. ii. Construction of additional accommodation such as class rooms, library and fixed furniture etc. iii. To provide special electric installations. iv. To purchase and repair furniture for the library and classrooms. v. For any other purpose that the Development Fund Committee or the Vice-Chancellor may decide. 6. The Development Fund Committee shall meet at least once in a year. 7. The Development Fund Committee shall have powers to accord administrative approval to the proposals to be executed out of the Fund. The Vice-Chancellor may, however, accord administrative 	<ol style="list-style-type: none"> 1. These rules shall be called <i>Revised Regulations governing "Maintenance and Utilization of Development Fund"</i> of the Directorate of Distance Education. 2. These rules shall come into force from the date these are notified. <p>3. <u>Constitution of Fund</u></p> <ol style="list-style-type: none"> (a) The Development fee realized from the enrolled students out of fee paid by them for admission to the various courses /exams through the DDE shall constitute the fund. (b) Any other source which the University may decide from time to time. <p>4. <u>Objectives of the Fund</u></p> <p>The Development Fund shall be utilized for the following purposes:</p> <ol style="list-style-type: none"> a. Construction/Development of accommodation such as classrooms, library and PCP cum examination halls with fixed furniture, waiting hall, DDE lawns, stores for keeping the study material/records, separate rooms for the staff dealing with different courses/examinations, etc., any other accommodation for the welfare of the students, Special electric installations, I.T./Networking, video conferencing facilities, etc. b. In case adequate funds are not available under the Budget head "Maintenance and Repair" grants of the University, the development fund shall be used for maintenance/beautification/repairs of classrooms, library, lawns, and other physical infrastructure of the DDE etc. c. Purchase and repairs of furniture/fixture for all the buildings of the Directorate of Distance Education being used for Academic, Administrative and any other purpose. d. Any other purpose decided by the Development Fund Committee or the Vice-Chancellor. <p>5. <u>Governance of the Fund</u></p> <ol style="list-style-type: none"> a) The fund shall be governed by a

<p>approval to the works up to the limit of Rs.5000/- in each case if he is satisfied that undertaking of the work is necessary.</p> <p>8. No work costing more than Rs.15000/- shall be undertaken unless detailed estimates have been prepared and technical sanction is obtained from University Engineers.</p> <p>9. All works shall be executed through University Works Department.</p> <p>10. All payments out of the fund shall be subject to the normal rules as applicable for other payments out of the University accounts.</p> <p>11. No work shall be undertaken unless the estimates are approved by the competent authority.</p> <p>12. The Director shall, under the overall control of the Vice-Chancellor, operate the fund.</p> <p>Accounts: Separate accounts shall be maintained for the development fund. All assets acquired out of the Development Fund shall be shown separately in the assets register and shall be the property of the Institute/ University.</p>	<p>Committee comprising of the following:</p> <ol style="list-style-type: none"> Director, DDE (Convener) Seniormost Professor of the DDE Seniormost Associate Professor of the DDE Xen/Nominee of the University Works Department Joint Registrar (DDE) Dy. Registrar(DDE) / Assistant Registrar (DDE) The Convener shall have powers to co-opt more member/s if required <p>b) The Committee shall meet as frequently as possible but atleast once in six months.</p> <p>c) The Committee shall make recommendations on the relevant proposals for administrative approval of the Competent Authority.</p> <p>d) The Director shall be competent to carry out day to day repair/maintenance upto Rs.25,000/- at a time departmentally on the recommendation of the Development Fund Committee of the Directorate of Distance Education after following the required codal formalities.</p> <p>e) All major construction/repair works shall be executed through the Works Department of the University on approved rates.</p> <p>f) No construction/repair work exceeding Rs.25,000/- at a time shall be undertaken unless its estimates are approved by the Competent Authority of the University.</p> <p>g) (i) The expenditure upto Rs.25,000/- at a time shall be sanctioned by Director, Distance Education with the concurrence of the Committee out of the Development Fund. (ii) The expenditure beyond Rs.25,000/- at a time shall require the approval of the Vice-Chancellor</p> <p>h) <u>Maintenance of Accounts and its reconciliation:</u></p> <ol style="list-style-type: none"> The fund shall be operated by the Director Distance Education and accounts shall be maintained by an official/s officer/s of the Accounts Branch of the DDE to whom the Director may assign this job. A separate account of the Fund is already in operation with the J&K Bank. All assets acquired out of the Development Fund shall be shown
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	<p>separately in the assets register and shall be the property of the Directorate/University. The account shall be reconciled on half yearly basis.</p> <p>iii) Surplus money in the fund beyond Rs. 2.50 lac which may not be required immediately for expenditure shall be placed in short/long term fixed deposit account or invested in any other scheme which may attract higher returns by the Development Fund Committee of the Directorate of Distance Education.</p> <p>iv) The accounts of Development Fund shall be checked annually by the Internal Audit Unit or Auditor appointed by the University for the purpose.</p> <p>i) <u>Relaxation of Rules.</u></p> <p>Any expenditure in the interest of the Directorate of Distance Education over and above the provisions of these regulations will require the prior sanction of the Vice-Chancellor.</p>
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VII. Amendment in Regulations governing Maintenance and Utilization of **'Local Fund'** of the **Directorate of Distance Education**" University of Jammu, as approved by the University Council vide Resolution No. **74.31**.

Existing Regulations	Amended Regulations
<p>REGULATIONS GOVERNING LOCAL FUNDS OF THE TEACHING DEPARTMENTS OF THE UNIVERSITY INCLUDING DIRECTORATE OF DISTANCE EDUCATION</p> <p>TITLE</p> <p>1. These rules shall be called the "University of Jammu Local Fund Regulations".</p> <p>EFFECT</p> <p>2. These shall come into force from the date these are notified.</p> <p>DEFINITIONS</p> <p>3-1. Local Fund: (a) Local fund shall mean a fund which is maintained and administered by the Departments of the University and to which such fees realized from the students and research scholars of the University at the time of admission, as are not transferable to the University account, are credited.</p>	<p>REVISED REGULATIONS GOVERNING LOCAL FUND OF THE DIRECTORATE OF DISTANCE EDUCATION</p> <p>TITLE:</p> <p>1. These rules shall be called the "Directorate of Distance Education Local Fund Regulations".</p> <p>EFFECT</p> <p>2. These shall come into force from the date these are notified.</p> <p>DEFINITIONS</p> <p>3-1. Local Fund: (a) Local fund shall mean a fund which is maintained and administered by the Directorate and to which such fees realized from the students of the Directorate of Distance Education, at the time of admission, as are not transferable to the University account, are credited. (b) The following shall constitute the Local Fund of</p>

(b) The following shall constitute the Local Funds of a Department during a particular year :-

1. Games fund
2. Social Activities Fund
3. Students Assistance Fund
4. Reading Room Fund
5. Stationery Fund
6. Excursion Fund
7. Miscellaneous Fund
8. Any other fund that may be prescribed by the Competent authority from time to time.

3-2. Consolidated Local Fund:

Consolidated Fund shall mean the combined local Fund to which savings under different local funds as on 31st day of December of each year shall be credited.

This shall include:

- i/ lapsed amount of library and Science Security deposits.
- ii/ Interest earned on fixed and savings bank account of local Fund accounts.
- iii/ Any other collection which is not creditable to a particular Local Fund.

3-3. Years:

For purposes of these regulations a year shall mean a period of twelve months from and including the month in which admissions are finalised.

3-4. Duration:

For purposes of these regulations a year shall mean a period of twelve months from and including the month in which admissions are finalized.

AIMS & OBJECTIVES

4. The aim of the Local Funds shall be to promote social, cultural and academic activities of the Department and general welfare of the students.

LOCAL FUND RECEIPTS

5-1. Subject to change that may be notified from time to time, the following Local Fund fees shall be collected by the Department from the students, seeking admission to the Department at the time of their admission :-

1. Games Fee = Rs.200/-
(Rs.150/- to be deposited with the Department of Physical Education and Rs.50/- to be retained by the Department.)
2. Social Activities Fund = Rs.65/-
3. Students Assistance/Aid Fund = Rs.45/-
4. Excursion fee to be retained by the department
(Actual expenditure to be realized by the department at the time of conducting excursion).
5. Identity Card = Rs.15/-
6. Miscellaneous = Rs.20/-
7. Medical Assistance = Rs.45/-

Directorate during a particular year :-

1. Social Activities Fund
2. Students Assistance Fund
3. Identity Card
4. Miscellaneous Fund
5. Medical Assistance Fee
6. DDE Library Deposit (Security)
7. Reading Room Fee
8. Cultural/Literary Fee
9. DDE Library Fee
10. Magazine / DDE Bulletin Fee
11. Sale of Brochure /Prospectus
12. Enrolment Card Fee
13. Cost of Examination Form
14. Student Support Fee (In case of Non-self financing courses)
15. Miscellaneous funds.
16. Any other fund that may be prescribed by the Competent authority from time to time.

3-2. Consolidated Local Fund:

Consolidated Fund shall mean the combined local Fund to which savings under local fund of the Directorate as on a particular date of each year, as stipulated by the University shall be credited.

This shall include:

- i/ lapsed amount of library Security deposits.
- ii/ Interest earned on fixed and savings bank account of local Fund account of the Directorate.
- iii/ Any other collection which is not creditable to the Local Fund.

3-3. Years:

For purposes of these regulations a year shall mean a period of twelve months from and including the month in which admissions are finalised.

3-4. Duration:

For purposes of these regulations a year shall mean a period of twelve months from and including the month in which admissions are finalized.

AIMS & OBJECTIVES

4. The aim of the Local Funds shall be to promote social, cultural and academic activities of the Directorate and general welfare of the students or any other objective as approved by V.C on the recommendation of the local fund committee.

LOCAL FUND RECEIPTS

5-1. Subject to change that may be notified from time to time, the following Local Fund fees shall be collected by the Directorate from the students, seeking admission to the Directorate at the time of their admission :-

1. Sports Fee (U.G.) = Rs.210/-
(Rs.160/- to be deposited with the University chest and Rs.50/- to be retained by the Directorate).
2. Social Activities Fund (U.G.) = Rs.70/-
3. Students Assistance/Aid Fund (U.G.) = Rs.50/-
4. Excursion fee to be retained by the Directorate
(Actual expenditure to be realized by the department at the time of conducting excursion)
5. Identity Card = Rs.20/-
6. Miscellaneous = Rs.20/-
7. Medical Assistance = Rs.50/-
8. Enrollment card = Rs.100/-

Deposits Refundable :

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|-----|--------------------|-----------|
| 8. | Laboratory deposit | =Rs.300/- |
| 9. | Library deposit | =Rs.300/- |
| 10. | Stationery Fee | =Rs. 50/- |
- (Rs.25/- to be retained by the Department and Rs.40/- to be remitted in the University chest per head for all Departments except Law Department where the fee shall be Rs.80/- per head for LL. B. and Rs.225/- for LL.M. Course/Diploma, Course. Out of Rs.80/-, Rs.40/- to be retained by the Law Dept. In the Local Fund and Rs.40/- to be remitted in the University Chest. Rs.200/- to be retained by the Law Department in the Local Fund).
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|-----|-----------------------|-----------|
| 11. | Reading Room fee | = Rs.75/- |
| 12. | Cultural/Literary fee | = Rs.75/- |
- (to be remitted to the Dean Students Welfare).
- | | | |
|-----|---|-----------------------------|
| 13. | Science fee | = Rs.300/- |
| 14. | Library fee | = Rs.70/- To be |
| 15. | Corpus Fund | = Rs.70/- deposited |
| 16. | Magazine University News Bulletin fee | = Rs.40/- in the University |
| 17. | University Development Fund | = Rs.200/- Chest |
| 18. | University Sports fee | = Rs.75/- |
| 19. | Admission fee | = Rs.110/- |
| 20. | Any other fee that may be prescribed by the University from time to time. | |

5-2. Security Deposits

The Department shall also realize such security deposits from the students as may be required under rules.

5-3. Account of Security Deposit

The security deposits received from the students at the time of their admission shall be entered in a separate register as may be prescribed for the purpose by the University. The amount collected shall be placed in fixed deposits for such suitable period up to which these are not likely to be claimed by the students.

5-4. Un-claimed Security Deposits

Security Deposits of students/scholars not claimed within a period of three years from the date a student ceases to be on the rolls of the Department will lapse to the University and shall form part of the consolidated Local Fund.

5-5. All receipts including cash, cheques, bank drafts and postal orders in respect of the Local Funds of the Department shall be deposited into the Bank immediately :

Provided that the Head of the Department may authorise retention of cash in hand not exceeding Rs.200/- at a time out of the miscellaneous fund to meet day to day requirements of the Department.

6. Without prejudice to the generality of Regulation '4' above the money in the Local Fund of a particular year shall be utilised for the purpose for which it has been collected and shall include the following :-

Deposits Refundable :

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|-----|-----------------|------------|
| 9. | Library deposit | = Rs.400/- |
| 10. | Stationery Fee | = Rs. 75/- |
- (Rs 25/- to be retained by the Directorate and Rs.50/- to be remitted in the University chest.
- | | | |
|-----|---------------------------------|-----------|
| 11. | Reading Room fee | = Rs.80/- |
| 12. | Cultural/Literary fee (U. G.) | = Rs.80/- |
- (50% to be remitted to the Dean Students Welfare and 50% to be retained by DDE).
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|-----|-----------------------|------------|
| 13. | Library fee (U. G.) | = Rs. 40/- |
| | (P.G.) | = Rs.110/- |
14. Magazine DDE News Bulletin fee = Rs.60/-
15. Any other fee that may be prescribed by the University from time to time.

5-2. Security Deposits

The Directorate shall also realize such security deposits from the students as may be required under rules.

5-3. Account of Security Deposit

The security deposits received from the students at the time of their admission shall be entered in a separate register as may be prescribed for the purpose by the Directorate. The amount collected shall be placed in fixed deposits for such suitable period up to which these are not likely to be claimed by the students.

5-4. Un-claimed Security Deposits

Security Deposits of students/ scholars not claimed within a period of three years from the date a student ceases to be on the rolls of the Directorate will lapse to the University and shall form part of the consolidated Local Fund.

5-5. All receipts including cash, cheques, bank drafts and postal orders of the Directorate shall be deposited into the Bank immediately :

Provided that the Director may authorise retention of cash in hand not exceeding Rs.25000/- at a time out of the miscellaneous fund to meet day to day requirements of the Directorate.

6. Without prejudice to the generality of Regulation '4' above the money in the Local Fund of a particular year shall be utilised for the purpose for which it has been collected and shall include the following :-

<p>6-1. Games Fund</p> <p>i/ For promotion of games, sports, cultural and social activities of the Department.</p> <p>ii/ Maintenance of common room and to provide other recreational amenities to the students.</p> <p>iii/ Contribution to the Sports Committee Account.</p> <p>iv/ Any other expenditure connected with the sports.</p> <p>6-2. Social Activities Fund</p> <p>i/ Organization of social functions in the Department.</p> <p>ii/ Institution of prizes, medals and certificates for meritorious and outstanding students in academic and extra curricular activities.</p> <p>iii/ Holding of debates and to arrange other literary activities including preparation of wall papers etc.</p> <p>6-3. Students Assistance Fund</p> <p>To provide financial assistance to the needy students for payment of fee and purchase of books etc.</p> <p>6-4. Reading Room Fund</p> <p>To subscribe towards news papers, magazines and other media of information including printing and publishing of wall paper/magazine/journals in such a manner as Head of the Department in consultation with the Committee decides.</p> <p>6-5. Stationery Fund</p> <p>To purchase and provide stationery for the conduct of internal tests and examinations etc.</p> <p>6-6. Excursion Fund</p> <p>To arrange excursions and common get together.</p> <p>6-7. Miscellaneous Fund</p> <p>To meet such charges connected with the affairs of students and department as are not covered under other Local funds.</p> <p>6-8. Consolidated Local Fund</p> <p>Expenditure out of consolidated local fund shall be incurred for the following:-</p> <p>i/ Payment of salary/remuneration etc. to incumbents engaged on whole time or part time basis for arranging students welfare activities.</p> <p>ii/ Maintenance of Library.</p> <p>iii/ Purchase of new books.</p> <p>iv/ Replacement of lost books or damaged</p>	<p>6-1. Sports Fee</p> <p>i/ For promotion of games, sports, cultural and social activities of the Directorate and its study centres.</p> <p>ii/ Maintenance of common room and to provide other recreational amenities to the students.</p> <p>iii/ Contribution to the Sports Committee Account.</p> <p>iv/ Any other expenditure connected with the sports.</p> <p>6-2. Social Activities Fund.</p> <p>i/ Organization of social functions in the Directorate and its study centres.</p> <p>ii/ Institution of prizes, medals and certificates for meritorious and outstanding students in academic and extra curricular activities.</p> <p>iii/ Holding of debates and to arrange other literary activities including preparation of wall papers etc.</p> <p>6-3. Students Assistance Fund</p> <p>To provide financial assistance to the needy students for payment of fee and purchase of books etc.</p> <p>6-4. Reading Room Fund</p> <p>To subscribe towards news papers, magazines and other media of information including publishing of wall paper/magazine/journals in such a manner as Director in consultation with the Committee decides.</p> <p>6-5. Stationery Fund</p> <p>To purchase and provide stationery for the conduct of internal tests and examinations etc.</p> <p>6-6. Excursion Fund</p> <p>To arrange excursions and common get together.</p> <p>6-7. Miscellaneous Fund</p> <p>To meet such charges connected with the affairs of students and Directorate as are not covered under other funds.</p> <p>6-8. Consolidated Local Fund</p> <p>Expenditure out of consolidated local fund shall be incurred for the following :-</p> <p>i/ Payment of salary etc. to incumbents engaged on whole time or part time basis for arranging students welfare activities.</p> <p>ii/ Maintenance of Library.</p> <p>iii/ Purchase of new books.</p> <p>iv/ Replacement of lost books or damaged books.</p>
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<p>books.</p> <p>vi/ Purchase/replacement of Laboratory and other equipment or repairs of damaged equipment.</p> <p>vii/ Construction of permanent structures.</p> <p>viii/ Such other items of expenditure connected with the affairs of the department which cannot be accommodated within the budgeted grants of the department.</p> <p>ix/ Welfare of students.</p> <p>x/ Payment of audit expenses for audit of Local Fund.</p> <p>LIMIT OF EXPENDITURE OUT OF LOCAL FUND</p> <p>7-1. The money collected from the students during a particular year under the individual local fund shall be presumed as annual budget of fund account and expenditure out of these funds shall be restricted to this extent in that particular year. Head of the Department shall, however, be competent to authorise re-appropriation from one local fund to another subject to a maximum of Rs.500/-.</p> <p>7-2. As far as possible at the beginning of the academic session, the Head of the Department in consultation with the Local Fund Committee shall prepare annual plan for expenditure out of Consolidated Local Fund and arrange funds to be kept in a liquid state accordingly.</p> <p>7-3. Local Fund money which is not anticipated to be utilized immediately may be arranged to be placed in fixed deposit for such period as may be decided by the Head of the Department in consultation with the Local Fund Committee</p> <p>EXPENDITURE</p> <p>8-1. The expenditure out of the local funds shall be sanctioned by the Head of the Department with the concurrence of the Local Fund Committee consisting of the following:-</p> <p>i/ In the case of all Departments (other than Law Department), two teachers to be nominated by the Head of the Department by rotation. One representative of students from senior most class, nominated by the Head of the Department.</p> <p>ii/ In the case of Law Department: Three teachers to be nominated by the Head of the Department by rotation. One representative of the students from the senior most class, nominated by the Head of the Department. The tenure of the Local Fund Committee shall be one year.</p> <p>8-2. Any expenditure out of the Consolidated Local Fund exceeding Rs.2,000/- at one time shall require approval of the Vice-Chancellor.</p>	<p>vi/ Purchase/ replacement of equipment or repair of damaged equipment.</p> <p>vii/ Construction of permanent structures.</p> <p>viii/ Such other items of expenditure connected with the affairs of the Directorate which cannot be accommodated within the budgeted grants of the Directorate.</p> <p>ix/ Welfare of students.</p> <p>x/ Payment of audit expenses for audit of Local Fund.</p> <p>LIMIT OF EXPENDITURE OUT OF LOCAL FUND</p> <p>7-1. The money collected from the students during a particular year under the local fund of DDE shall be presumed as annual budget of fund account and expenditure out of these funds shall be restricted to this extent in that particular year. The rules/ regulations regarding re-appropriation shall be as per the University statutes/regulations in force.</p> <p>7-2. As far as possible at the beginning of the Academic session, the Directorate in consultation with the Local Fund Committee shall prepare annual plan for expenditure out of Consolidated Local Fund and arrange funds to be kept in a liquid state accordingly.</p> <p>7-3. Local Fund money which is not anticipated to be utilized immediately may be arranged to be placed in fixed deposit for such period as may be decided by the Directorate in consultation with the Local Fund Committee.</p> <p>EXPENDITURE</p> <p>8-1. The expenditure out of the local funds shall be sanctioned by the Director with the concurrence of the Local Fund Committee consisting of the following:-</p> <p>i/ In the case of Directorate of Distance Education,</p> <p>Director, DDE (Convener) Two Professors/ teachers to be nominated by the Director by rotation, Joint Registrar(DDE) , Dy. Registrar (DDE) / Assistant Registrar (DDE) The Convener shall have powers to co-opt more member/s if required The tenure of the Local Fund Committee shall be one year.</p> <p>8-2. a) the expenditure out of the Local Fund up to Rs. 25000/- shall be sanctioned by the Director with the concurrence of the Local Fund Committee. b) the expenditure beyond Rs. 25000/- at one time, shall require the approval of the Vice-Chancellor.</p>
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<p>8-3. Financial Rules All expenditure out of the Local funds, shall be regulated in accordance with the financial rules, as applicable to the expenditure incurred out of the general funds of the University.</p> <p>MAINTENANCE OF ACCOUNTS 9-1. The Head of the Department shall be responsible to:- a/ i/ Maintain and operate Local Fund account in the Bank. ii/ To deposit money received from the students from time to time in the Local Fund account. b/ Draw and disburse amounts from the Local Fund as approved by the Committee. c/ Prepare an annual statement of income and expenditure in respect of each Local Fund.</p> <p>9-2. Separate accounts shall be maintained in the departmental ledger for each local fund collected during the year and also in respect of consolidated Local Fund.</p> <p>AUDIT 10. The accounts of Local Fund shall be checked annually by the Internal Audit Unit of the University or Auditor appointed for the purpose by the University. Annual statements of Income and Expenditure in respect of Local Fund as prepared by the Department and duly audited shall be furnished to the Registrar within six months from the date of closing of account.</p> <p>RELAXATION OF RULES 11. Any expenditure in the interest of the Department over and above the provisions of these Regulations will require prior sanction of the Vice-Chancellor.</p>	<p>8-3. Financial Rules All expenditure out of the Local fund, shall be regulated in accordance with the financial rules, as applicable to the expenditure incurred out of the general funds of the University.</p> <p>MAINTENANCE OF ACCOUNTS 9-1. The Director shall be responsible to:- a/ i/ Maintain and operate Local Fund account in the Bank. ii/ To deposit money received from the students from time to time in the Local Fund account. b/ Draw and disburse amounts from the Local Fund as approved by the Committee. c/ Prepare an annual statement of income and expenditure in respect of each Local Fund.</p> <p>9-2. Separate accounts shall be maintained in the departmental ledger for each local fund collected during the year and also in respect of consolidated Local Fund.</p> <p>AUDIT 10. The accounts of Local Fund shall be checked annually by the Internal Audit Unit of the University or Auditor appointed for the purpose by the University. Annual statements of Income and Expenditure in respect of Local Fund as prepared by the Directorate and duly audited shall be furnished to the Registrar within six months from the date of closing of account.</p> <p>RELAXATION OF RULES 11. Any expenditure in the interest of the Directorate over and above the provisions of these Regulations will require prior sanction of the Vice-Chancellor.</p>
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VIII. Insertion of modified **Regulations 3.2, 5.5, 7.1 & 8.2** of the Regulations governing '**Local Fund of the Departments**' in the existing Regulations in **Chapter-XXIV** of University Calendar, 2010, (Vol-I), as approved by the University Council vide Resolution No. **74.33**.

<u>Existing</u>	<u>Amended Regulations</u>
<p>3.2. Consolidated Local Fund Consolidated Fund shall mean the combined local Fund to which savings under different Local funds as on 31st day of December of each year shall be credited. This shall include:</p> <p>i/ lapsed amount of library and Science Security deposits.</p> <p>ii/ Interest earned on fixed and savings bank account of local Fund accounts.</p> <p>iii/ Any other collection which is not creditable to a particular Local Fund.</p>	<p>3.2 Consolidated Local Fund Consolidated Fund shall mean the combined local Fund to which savings under different Local funds <u>as on 30th June each year</u>, shall be credited. This shall include:</p> <p>i/ lapsed amount of library and Science Security deposits.</p> <p>ii/ Interest earned on fixed and savings bank account of local Fund accounts.</p> <p>iii/ Any other collection which is not creditable to a particular Local Fund.</p>
<p>5.5. All receipts including cash, cheques, bank drafts and postal orders in respect of the Local Funds of the Department shall be deposited into the Bank immediately:</p> <p>Provided that the Head of the Department may authorize retention of cash in hand not exceeding Rs.200/- at a time out of the miscellaneous fund to meet day to day requirements of the Department.</p>	<p>5.5. All receipts including cash, cheques, bank drafts and postal orders in respect of the Local Funds of the Department shall be deposited into the Bank immediately:</p> <p>Provided that the Head of the Department may authorize retention of cash in hand not exceeding <u>Rs.1000/-</u> at a time out of the miscellaneous fund to meet day to day requirements of the Department.</p>
<p>7.1. The money collected from the students during a particular year under the individual local fund shall be presumed as annual budget of fund account and expenditure out of these funds shall be restricted to this extent in that particular year.</p> <p>Head of the Department shall, however, be competent to authorize re-appropriation from one local fund to another subject to a maximum of Rs.500/-.</p>	<p>7.1. The money collected from the students during a particular year under the individual local fund shall be presumed as annual budget of fund account and expenditure out of these funds shall be restricted to this extent in that particular year.</p> <p>Head of the Department shall, however, be competent to authorize re-appropriation from one local fund to another subject to a <u>maximum of Rs.1000/-</u>. For making re-appropriation above Rs.1000/-, the prior approval of Vice-Chancellor is required.</p>

8.2. Any expenditure out of the Consolidated Local Fund exceeding Rs.2,000/- at one time shall require approval of the Vice-Chancellor.

8.2. Any expenditure out of the Consolidated Local Fund exceeding **Rs. 5,000/-** at one time shall require approval of the Vice-Chancellor.

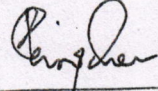
IX. Adoption of modified **Regulations 10 (102)** of the regulations 'University Works Committee' in the existing regulations given in **Chapter II 'Authorities and Committees'** of University Calendar, 2010 (Vol-I), as approved by the University Council vide Resolution No. **74.35.**

Existing		Amended Regulations	
10. UNIVERSITY WORKS COMMITTEE		10. UNIVERSITY WORKS COMMITTEE	
Regulations 102. There shall be a Works Committee in the University to assist the Syndicate and the University Council in formulation of plans for setting up and development of the campuses of the University including site development, construction of buildings selection of agencies for execution and supervision of works and tender advice on technical matter relating to construction works of the University. The Committee shall consist of:-		Regulations 102. There shall be a Works Committee in the University to assist the Syndicate and the University Council in formulation of plans for setting up and development of the campuses of the University including site development, construction of buildings selection of agencies for execution and supervision of works and tender advice on technical matter relating to construction works of the University. The Committee shall consist of:-	
i	Vice-Chancellor (Chairman)	i	Vice-Chancellor (Chairman)
ii	Pro-Vice-Chancellor, if any		-
iii	Secretary to Govt., PWD	ii	Commissioner/Secretary to Govt, PWD (R&B) or his/her Nominee
iv	Financial Advisor		
v	Education Commissioner, J&K Govt.		
vi	Secretary to Govt., Education Department		
vii	Chief Engineer PWD (R&B), Jammu	iii	Chief Engineer, PWD (R&B) or his/her Nominee
viii	One teacher of Civil Engineering in the Regional Engineering College Srinagar, and		
		iv-v	Two Syndicate members (to be nominated by the Vice-Chancellor).

		vi-vii	Two Technical Consultants (to be nominated by the Vice-Chancellor).
ix	Registrar	viii	Registrar.

Executive Engineer/ Incharge, University Works Department will function as Secretary of the Committee.

No: Coord/74-UC/Reg/3698
Baba Saheb Ambedkar Road,
Jammu (Tawi) – 180 006.
Date: 18-6-2013


(Prof. Manoj K. Dhar) 18.6.13
R E G I S T R A R

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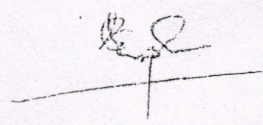
1. Principal Secretary to Hon'ble Governor (Chancellor of the University), Raj Bhavan, Srinagar (Kashmir).
2. Deputy Secretary/Private Secretary to Hon'ble Governor (Chancellor of the University), Raj Bhavan, Srinagar (Kashmir).
3. Principal Secretary to the Hon'ble Chief Minister (Pro-Chancellor) Chief Minister's Secretariat, Srinagar (Kashmir).
4. Principal Secretary to Planning and Development Dept., J&K Govt., Civil Secretariat, Srinagar (Kashmir).
5. The Private Secretary to the Hon'ble Education Minister, Higher Education Dept., Civil Secretariat, Srinagar (Kashmir).
6. Principal Secretary to Govt., Finance Dept. (Financial Advisor Universities), Civil Secretariat, Srinagar (Kashmir).
7. Principal Secretary to Govt., Higher Education Department, J&K Govt., Civil Secretariat, Srinagar (Kashmir).
8. All members of the University Council/Syndicate, University of Jammu.
9. Spl. Secretary to Vice-Chancellor, University of Jammu/ Kashmir.
10. P.S. to Dean Academic Affairs, University of Jammu.
11. P.A. to Dean Research Studies, University of Jammu.
12. Deans of the Faculties of the University of Jammu.
13. Dean Students Welfare/Placement Cell, University of Jammu.
14. Sr. P.A. Controller of Examinations, University of Jammu/Kashmir.
15. Chief Coordinator Campuses, University of Jammu.
16. All Rectors/Directors Campuses, University of Jammu.
17. Coordinator Campuses, University of Jammu.
18. Sr. P.A. to Director, CDC/DLL/DDE/DPE/ Computer Centre/ DIQA.
19. Sr. P.A. to I/c Joint Registrar (Finance)
20. OSD to CDC.
21. Principals of all affiliated Colleges of the University.
22. I/c Librarian, Dhanvantri Library, University of Jammu.
23. All Branch Officers of the Registry.
24. Content Manger, University website for necessary action.
25. Guard file.

REGULATIONS GOVERNING MAINTENANCE AND UTILIZATION
OF "EXAMINATION MAINTENANCE FUND"

	EXISTING	AS IT WOULD READ AFTER AMENDMENT
1	There shall be a Examination Maintenance Fund in the University	There shall be a Examination Maintenance Fund in the University
2	<p>Constitution of Fund</p> <p>The following income shall constitute the fund:-</p> <p>a/ Maintenance of service fee</p> <p>b/ Desk fee</p> <p>realized from the candidates appearing in the examinations</p>	<p>Constitution of Fund</p> <p>The following income shall constitute the fund:-</p> <p>Services charges</p> <p>realized from the candidates appearing in the examinations</p>
3	<p>Rates of fee</p> <p>Every candidate appearing in the university examination shall be required to subscribe to the fund @ Rs. 10/- or an amount as may be prescribed from time to time as "Desk fee" and</p>	<p>Rates of fee</p> <p>Every candidate appearing in the university examination shall be required to subscribe to the fund as services charges @ Rs. 70/- or as prescribed from time to time at the time of submission</p>

<p>Rs. 5/- or an amount as may be prescribed from time to time as "Maintenance of Service fee" at the time of submission of examination form for appearing in an examination.</p>	<p>of examination form for appearing in an examination.</p>
<p>At the end of each financial year, the amount collected on account of the Maintenance of Service fee and Desk fee from the candidates shall be transferred in the Saving Bank Account to be opened with the J&K Bank Ltd. under the Head "Examination Maintenance Fund."</p>	<p>At the end of each financial year, the amount collected on account of the Maintenance of Service fee and Desk fee from the candidates shall be transferred in the Saving Bank Account under the Head "Examination Maintenance Fund."</p>

4	<p><u>Utilization of Fund</u></p>	<p><u>Utilization of Fund</u></p>
	<p>The fund shall be utilized for the following purposes:-</p> <p>i/ Providing for contingent facilities for Evaluation and Coding Centres.</p> <p>ii/ Making immediate alternative arrangement of accommodation on temporary basis in connection with the examination work if funds for the same are not available in the University Budget.</p> <p>iii/ Providing for purchase, hiring and repair of desks for examination work urgently required if the funds for the same are not available in the University Budget.</p>	<p>The fund shall be utilized for the following purposes:-</p> <p>Providing for contingent facilities for Evaluation and Coding Centres.</p> <p>Making immediate alternative arrangement of accommodation on temporary basis in connection with the examination work if funds for the same are not available in the University Budget.</p> <p>Providing for purchase, hiring and repair of desks for examination work urgently required if the funds for the same are not available in the University Budget.</p>
	<p>iv/ Creation of other necessary facilities for students in the Examination Halls.</p>	<p>Creation of other necessary facilities for students in the Examination Halls.</p>
	<p>v/ For transportation of desks from one venue to another for examination purposes; and</p>	<p>For transportation of desks from one venue to another for examination purposes; and</p>
	<p>vi/ For any other purposes other than the one's aforementioned, as may be deemed necessary by the Controller of Examinations.</p>	<p>For any other purposes other than the one's aforementioned, where there is no budgetary provisions or there is deficit in budgetary provisions, as may be deemed necessary by the Controller of Examinations.</p>
5	<p><u>Governance of Fund</u></p> <p>a/ The fund shall be governed by the Examination Maintenance Fund Committee comprising the following:-</p> <ol style="list-style-type: none"> 1. Controller of Examinations 2. Joint Registrar (Finance) 3. _____ <p>(A teacher representative to be</p>	<p><u>Governance of Fund</u></p> <p>The fund shall be governed by the Examination Maintenance Fund Committee comprising the following:-</p> <ol style="list-style-type: none"> 1. Controller of Examinations 2. Joint Registrar (Finance) 3. _____ <p>(A teacher representative to be</p>



	<p>nominated by the Vice-Chancellor)</p> <p>4. Deputy Registrar (Evaluation) 5. Deputy Registrar(Examinations). (Secretary)</p> <p>Any other member may be co-opted with the approval of the Vice-Chancellor.</p> <p>b/ 2/3rd of the total strength shall form the quorum of the meeting.</p> <p>c/ The Committee shall meet as frequently as possible but atleast once in three months.</p> <p>d/ The Committee shall have powers to accord administrative approval to the proposals to be executed out of the fund.</p> <p>The Controller of Examinations shall be competent to accord administrative approval to the utilization of funds upto Rs. 10,000/- in each case, in case he is satisfied that undertaking of the work is necessary and cannot wait for the formal meeting of the Committee.</p> <p>e/ The funds shall be operated as per procedure of the University.</p> <p>In no case the fund shall be utilized for payment of refreshment charges or any other payment on compassionate grounds or any other expenditure for which allocation of funds exists in the University Budget except as provided in Regulation 4 above.</p>	<p>nominated by the Vice-Chancellor)</p> <p>4. Joint Registrar (Examinations) 5. Deputy Registrar/ Assistant Registrar (Evaluation) 6. Deputy Registrar/ Assistant Registrar(Examinations) (Secretary)</p> <p>Any other member may be co-opted with the approval of the Vice-Chancellor.</p> <p>2/3rd of the total strength shall form the quorum of the meeting.</p> <p>The Committee shall meet as frequently as possible but atleast once in three months.</p> <p>The Committee shall have powers to accord administrative approval to the proposals to be executed out of the fund.</p> <p>The Controller of Examinations shall be competent to accord administrative approval to the utilization of funds upto Rs. 10,000/- in each case, in case he is satisfied that undertaking of the work is necessary and cannot wait for the formal meeting of the Committee.</p> <p>The funds shall be operated as per procedure of the University.</p>
6	<p><u>Maintenance of Accounts and its reconciliation</u></p> <p>a/ The fund shall be operated under the signatures of the Controller of Examinations and accounts shall be maintained by any official/s or Officer/s</p>	<p><u>Maintenance of Accounts and its reconciliation</u></p> <p>The fund shall be operated under the signatures of the Controller of Examinations and accounts shall be maintained by any official/s or Officer/s who may be assigned</p>

Q. 2

- i. Maintain and operate Quality Assurance Fund account in the bank & reconcile the account with the bank statement.
- ii. Deposit money received from various sources from time to time in the account
- iii. Draw and disburse amount from the Quality Assurance Fund as per regulation no. 73.33/notification no. 3 of 2013 dt: 4th Jan 2013 or as notified from time to time /approval of the committee constituted for Governance of Quality Assurance Fund for seeking final approval of the Vice Chancellor.

7. Relaxation of Rules

Any expenditure in the interest of the Directorate/University which is beyond the provisions of these regulations will require prior sanction of the Vice Chancellor.

Y. Seneff
Shewhany
Dr
Dr. S. S. S.

Regulations Governing Quality Assurance Fund of the
Directorate of Internal Quality Assurance, University of Jammu

1. Title

These Regulations shall be called Regulations governing Quality Assurance Fund of the Directorate of Internal Quality Assurance

2. Effect

These Regulations shall come into force from the date the same are approved and notified.

3. Source of Quality Assurance Fund

This fund shall be raised through:

- i. Fees realized from the students
 - a) Every Student of the University shall subscribe to the fund @ Rs.110/-annum or as notified from time to time. The amount shall be collected at the beginning of the academic session/semester along with fees
 - b) As soon as the admission process is closed, all the collection to this effect shall be remitted by cheque payable to Director, Directorate of Internal Quality Assurance to be deposited in the account
- ii. Contributions and/or Donations made by the Alumni/ Teachers/ Employees/any other individual stakeholder and/or institutional stakeholders etc.
- iii. Funds received from UGC and any other Central/State institutions.
- iv. Any other as deemed suitable by the University

4. Utilisation of Quality Assurance Fund

The funds shall be utilized:

- i. To disseminate information regarding quality aspects to the students, employees and other stakeholders.
- ii. To take steps to enrich the intellectual capital of the University and civil society of Jammu by holding/ participating in training & development programmes/workshops/any other such state/national/international events.

Signature

Signature

Signature

iii. To prepare:

- a) The Annual Report of the University of Jammu.
- b) Annual Quality Assurance Report.
- c) Other reports desired by UGC/NAAC/MHRD/State Government/University.

- iv. To undertake steps to develop benchmarks and assure quality in the departments/offices of the University, affiliated colleges and offsite campuses.
- v. To meet all expenses incurred in monitoring of departments/offices of the University/ affiliated colleges and offsite campuses.
- vi. To build and enhance the brand image of the University through various activities like by developing Souvenirs items, publications, promotional materials, organizing events etc.
- vii. For taking steps for preparation of ISO 9001:2008 certification/any other system quality certification and for conduct of audits & certifications.
- viii. Networking with other higher education institutions and accreditation bodies in India and abroad.
- ix. Any other routine/non-routine activity for the purpose of Quality Assurance, Sustenance and enhancement.
- x. Meeting expenses related to upgrading, maintaining * & procuring infrastructure/equipments for the Directorate.
- xi. Meeting expenses on engaging, training & development of Human Resource related to Quality Assurance.
- xii. To meet day to day office expenses towards telephone/stationery/organizing of meetings etc.

xiii Transfer of 50% amount in the university chest as per order no. F.Aed/111/13 dated 28.02.2013. 1892-1901

5. Governance of Quality Assurance Fund

a. The Quality Assurance fund shall be governed by a committee consisting of following members:

- i. Director, Directorate of Internal Quality Assurance
- ii. Two members of the Syndicate nominated by the Vice Chancellor on the finance committee of the University.
- iii. Joint Registrar (Finance) or his nominee
- iv. DR/AR, Services
- v. Assistant Director, DIQA

6. Maintenance of Accounts

The Director, Directorate of Internal Quality Assurance shall be responsible to:

Misra

Debambar

Sharma

[Signature]

	<p>who may be assigned this job by the Controller of Examinations for which in table honorarium shall be paid to the concerned official as may be sanctioned by the Vice-Chancellor.</p>	<p>this job by the Controller of Examinations for which suitable honorarium shall be paid to the concerned official as may be sanctioned by the Vice-Chancellor.</p>
b/	<p>The reconciliation of the Examination Maintenance Fund Account operated with the J&K Bank Ltd. shall be made half yearly.</p>	<p>The reconciliation of the Examination Maintenance Fund Account shall be made half yearly.</p>
c/	<p>Surplus money in the fund which may not be required immediately for expenditure shall be placed in short/long term fixed deposit account or invested in any other scheme which may attract higher returns.</p>	<p>Surplus money in the fund which may not be required immediately for expenditure shall be placed in short/long term fixed deposit account or invested in any other scheme which may attract higher returns.</p>

<p>who may be assigned the job by the Controller of Examinations for which the Controller of Examinations shall be held responsible. The Controller of Examinations shall be held responsible for the selection of the Controller of Examinations by the Vice-Chancellor.</p>	<p>The Controller of Examinations shall be held responsible for the selection of the Controller of Examinations by the Vice-Chancellor.</p>
<p>The Controller of Examinations shall be held responsible for the selection of the Controller of Examinations by the Vice-Chancellor.</p>	<p>The Controller of Examinations shall be held responsible for the selection of the Controller of Examinations by the Vice-Chancellor.</p>
<p>The Controller of Examinations shall be held responsible for the selection of the Controller of Examinations by the Vice-Chancellor.</p>	<p>The Controller of Examinations shall be held responsible for the selection of the Controller of Examinations by the Vice-Chancellor.</p>