

झारखण्ड केन्द्रीय विश्वविद्यालय

Central University of Jharkhand

(A Central University established by an Act of Parliament of India in 2009)

No.:CUJ/GA/26/2016/481

Date: Aug. 08, 2019

OFFICE ORDER

Hon'ble Vice Chancellor is pleased to constitute following Committees to support the Core-Committee for organizing first Convocation of Central University of Jharkhand during the month of September 2019:

Sl. No.	Committees	Members	Responsibilities amongst others as per requirement.
1	Protocol & Procession Committee	1. Prof. SL Harikumar, Registrar 2. Mr. Prabhudev Kurle, CoE 3. Dr. S.K. Pandey, Librarian 4. Prof. Ratan Kumar Dey, DoC 5. Prof. S Medhekar, DoP 6. Prof. SK Samdharshi, DEE 7. Prof. AC Pandey, DGI 8. Prof. HP Singh, DWEM 9. Prof. Manoj Kumar, DEVS	<ul style="list-style-type: none"> Arrangement of procession for chief guests, authorities, officers of the university, etc. as per University Ordinance. Finalizing proceeding of first convocation.
2	Committee for finalising Event Management Agency for Convocation	1. Dr. S.K. Pandey, Librarian - Convener 2. Sh. Santosh Kumar, Fin. Officer 3. Mr. Prabhudev Kurle, CoE. 4. Dr. Mayank Ranjan, DES 5. Mr. Abdul Halim, Dy. Registrar 6. Mr. P.K. Das, Consultant (CE) 7. Mr. Mukesh Kumar, Asst. Engg.	<ul style="list-style-type: none"> Finalising the event management agency through tender process. Finalising tender document as per GFR. Advt. of tender, etc.
3	Stage Management & Decoration Committee	1. Dr. Manoj Kumar, DLS-Convener 2. Dr. Nitesh Bhatia, DBA 3. Dr. Mayank Ranjan, DES 4. Dr. Deepika Shrivastava, DPA 5. Dr. Shakir Tasnim, DPA 6. Dr. V.N. Burla, DPA 7. Mr. Rajesh Kumar, DMC 8. Mr. Mukesh Kumar, Asst. Engg.	<ul style="list-style-type: none"> Complete stage management. Managing flow of students, degree awardees, finalisation of anchor, etc. Decoration of stage.
4	Hospitality & Food Committee	1. Dr. G.P. Singh, DNT- Convener 2. Dr. Pragyan Pushpanjali, DBA 3. Dr. Kuldeep Baudh, DEVS 4. Dr. Mayank Ranjan, DES 5. Dr. Kanhaiya Lal, DGI 6. Dr. Subhash Kr. Baitha, DPIR 7. Mr. Narendra Kumar, PRO	<ul style="list-style-type: none"> Hi-Tea and lunch / dinner and other arrangements for the guests, invitees, etc. Convocation lunch / snacks for students.
5	Invitation Committee	1. Prof. Ratan Kr. Dey - Convener 2. Dr. Arun Kumar Padhy, DoC 3. Dr. Vimal Kishore, DEd. 4. Dr. Ranjit Kumar, DES 5. Dr. C.S. Dwivedi, DGI 6. Mr. Abdul Halim, Dy. Registrar 7. Mr. Narendra Kumar, PRO 8. Mr. Shivendra Prasad, AR-II	<ul style="list-style-type: none"> Invitation Card Brochure finalisation Text or letter drafting Printing and distribution of Invitation Card Preparation of list of invitees.
6	Reception Committee	1. Dr. D.B. Lata, Convener 2. Dr. Pragyan Pushpanjali, DBA 3. Dr. AS Bhattacharya, DNT 4. Dr. Kuldeep Baudh, DEVS 5. Dr. Seema Mamta Minz, DTS 6. Dr. Jaya Shahi, DPA 7. Dr. Pallavi Sharma, DLS	<ul style="list-style-type: none"> Receiving and welcoming of invited Guests, Authorities, members of Court, Executive Council, Academic Council, Finance Committee, etc.

7	Convocation Publication Committee	<ol style="list-style-type: none"> 1. Prof. S. Medhekar - Convener 2. Dr. Dev Vrat Singh, DMC 3. Dr. Ratnesh VishvakSen, DoH 4. Dr. Amit Kumar, DGI 5. Dr. Ranjit Kumar, DES 6. Mr. Abdul Halim, Dy. Registrar 	<ul style="list-style-type: none"> • Preparation of draft for Chief Guest address, Chancellor's address, Vice Chancellor address. • Design and preparation of Convocation Booklet • List of recipient of degrees.
8	Accommodation Committee	<ol style="list-style-type: none"> 1. Dr. Rabindranath Sarma - Convener 2. Dr. Pradip Kumar Parida, DoM 3. Dr. Rajanikant Pandey, DTS 4. Dr. Jitendra Kumar, DoM 5. Dr. Purabi Saikia, DEVS 6. Mr. SR Upadhyay, Asst. Librarian 	<ul style="list-style-type: none"> • Arranging accommodation for invited Guests, Authorities, members of Court, Executive Council, Academic Council, Finance Committee, etc. as required.
9	Transport Committee	<ol style="list-style-type: none"> 1. Dr. Rabindranath Sarma - Convener 2. Dr. Ramesh Oraon, DNT 3. Dr. C.S. Dwivedi, DGI 4. Dr. Shivendra Prasad, AR-II 5. All staff of Transport Section 	<ul style="list-style-type: none"> • Arrangement of air tickets, extending local hospitality, & transport facilities for all invited guests / members, etc.
10	Finance & Accounts Committee	<ol style="list-style-type: none"> 1. Sh Santosh Kumar, Fin. Officer 2. All staff of Finance Section 	<ul style="list-style-type: none"> • Convocation expenditures, release of advance, TA, etc.
11	Public Relation & Media Coordination Committee	<ol style="list-style-type: none"> 1. Mr. Narendra Kumar, PRO - Convener 2. Dr. Mayank Ranjan, DES 3. Dr. Nitesh Bhatia, DBA 4. Dr. Shashi Kumar Mishra, DFEL 5. Dr. Bhaskar Singh, DEVS 6. Dr. Prabeer Kumar Parhi, DWEM 	<ul style="list-style-type: none"> • Invitation to media people • Space allocation of media persons at the venue • Organising press conference before convocation. • Curtain raiser. • Advt. in media—print, social / electronic media, • Arrangement of photograph for media coverage, • Arrangement of group photos for students, if any.
12	Audience & Seating Management Committee	<ol style="list-style-type: none"> 1. Dr. Vimal Kishor - Convener 2. Dr. Raj Bahadur Singh, DoC 3. Dr. C. Nagapawan, DBA 4. Dr. Nitesh Bhatia, DBA 5. Dr. Mahendra Singh, DBA 6. Dr. Seema Mamta Minz, DTS 7. Dr. B.B. Biswas, DPIR 8. Dr. C.S. Dwivedi, DGI 9. Dr. Shivendra Prasad, AR-II 	<ul style="list-style-type: none"> • Seating arrangement on the stage in consultation with the Protocol & Processing Committee for the dignitaries, members of Court, EC, FC, AC, Deans of School, etc. as per protocol. • School-wise seating arrangement for students, • Seating arrangement for parents, teaching and nonteaching employees, etc. • Display of sign boards in the Convocation venue. • Ensure smooth movement of audience for receiving degree certificate by the students and its photographs.

(Signature)


13	Discipline Committee	1. Dr. Ratnesh VishvakSen - Convener 2. Dr. Kuldeep Baudh, DEVS 3. Dr. Konchok Tashi, DFEL 4. Dr. B.B. Biswas, DPIR 5. Mr. Sandip Biswas, DFEL 6. Mr. Sushant Kumar, DFEL 7. Dr. Nirmali Bordoloi, DEVS 8. Dr. Sanhita Sucharita, DBA 9. Dr. Kalsang Wangmo, DFEL 10. Dr. T.N. Koireng, DTS	• To maintain discipline at the Convocation venue.
14	Merit & Degree Distribution Committee	1. Mr. Prabhudev Kurle, CoE - Convener 2. Dr. Dev Vrat Singh, DMC 3. Dr. Praveen K.Sharma, DLS 4. Dr. Jagmohan Tanti, DoM 5. Dr. Dharmendra Singh, DoP 6. Dr. Hrishikesh Mahto, DoM 7. Mr. Shamsher Alam, DCTCL 8. All staff of Exam. Section	• Arrangement of distribution of certificates in coordination with Stage Management Committee, Protocol & Procession Committee and other Committees, as required.
15	Committee for Students Registration, Enrolment & Technical Support.	1. Dr. Subhash Chandra Yadav - Convener 2. Mr. Sumant Pushp, DCST 3. Mr. KS Chauhan, Info. Scientist 4. Mr. Shekhar Lal, Sr. Tech.Asstt 5. Mr. Neeraj Kumar, Sr. Tech.Asstt. 6. All staff of Technical Cell	• Arrangement of Students' Registration, Enrolment & Technical Support
16	Students Volunteer Committee	1. Dr. Ajai Singh - Convener 2. Dr. Ashish Sachan, DLS 3. Dr. Rajakishore Mishra, DLS 4. Dr. Anil Kumar, DLS 5. Dr. Hena Firdaus, DLS 6. Dr. Vineet Kumar Agotiya, DoP 7. Dr. Kuldeep Baudh, DEVS 8. Dr. Nirmali Bordoloi, DEVS	• Arranging students volunteer in coordination with Seating Management Committee, Food Committee, Stage Management Committee, etc. as per the requirement.
17	Exhibition Committee	1. Dr. Dev Vrat Singh - Convener 2. Dr. Sudarshan Yadav, DMC 3. Dr. Bishnu Mohan Jha, DEE 4. Dr. Nirmali Bordoloi, DEVS 5. Mr. HK.Ajaenga Pamei, Sr.T.A.	• Arranging photo exhibition at the convocation venue for exhibition of 10 years of journey for the Hon'ble Chief Guest and other invited dignitaries of the convocation.
18	Medical Facilities Committee	1. Dr. Prachi K Shelke - Convener 2. Dr. Ranjan Kumar (Consult.-MO) 3. All staff of Health Centre	• Arranging medical facilities at the convocation venue.

The Committees may co-opt additional members, if required, for successful completion of the Convocation.

Sd/-
REGISTRAR

Copy for information and necessary action to:

1. Controller of Examinations & Librarian
2. All Deans of Schools
3. All Heads/Coordinators of Departments
4. ~~Prof. I/c Academics & I/c R&D~~
5. All DRs / I/c Health Centre / ARs / EE I/c / PRO
6. All the members concerned
7. Technical Cell I/c for Univ. Website
8. PS to Vice Chancellor, PS to Registrar & PS to Finance Officer
9. Notice Board, Concerned File & Guard File


REGISTRAR
8/8/19