

No. BAOU/Regi./238/2017

Date: 15/02/2017

**Reference:** Approval from Hon'ble Vice Chancellor on the concerned file. dt: 15/02/2017.

**Circular**

In order to pursuant to the Right to Information Act: 2005, the following functionaries are designated as the Appellate Authority, Public Information Officers (PIOs) and Assistant Public Information Officers (APIOs) for the central office of the University.

<b>Appellate Authority</b>		
1 )	Hon'ble Vice Chancellor	
<b>Public Information Officers (PIOs)</b>		
1)	Registrar/ Assistant Registrar	All administrative matters , academic and non-academic officers / staff matters like appointment, promotion, salary, services, university construction, campus maintenance matters
2)	Director(Academic)	All academic matters, materials, University Library matters
3)	Director(SS)	Admission, Student Support Services, Study/ Programme Centers related matters
4)	Accounting Officer / Assistant Finance Officer	Financial matters, Stores & Purchase related matters of the University
5)	Controller of Examination / Assistant Registrar (Examination)	Examination Management, Results, All the matters pertaining to the Examination, Mark Sheet, Degree Certificate, Diploma, Certificate, Migration Certificate

This circular will be applicable with effect from the date: 15/02/2017

This circular is issued after getting approval from Hon'ble Vice Chancellor on the concerned file.

-- S/d --  
Registrar (I/c.)

**Copy forwarded to:**

- 1) Personal Secretary of Hon'ble Vice Chancellor
- 2) Director (Academic )
- 3) Director (SS)
- 4) Director, School of Humanities and Social Sciences
- 5) Director, School of Computer Science

- 6) Director, School of Commerce and Management
- 7) Director, School of Education, Distance Education and Educational Technology
- 8) Executive Account Officer
- 9) Assistant Finance Officer
- 10) Director of Examination
- 11) Assistant Registrar (Examination)
- 12) Assistant Registrar (Administration)
- 13) Librarian
- 14) Supervisor(Civil)
- 15) Admission Department
- 16) Examination Department
- 17) Assessment Department
- 18) Material Dispatchment and Go down Department
- 19) Assignment Department
- 20) Scholarship Department
- 21) Studio Department
- 22) B.Ed. Department
- 23) Sp. B.Ed. Department
- 24) Ph.D. Department
- 25) Computer Department
- 26) Store and Purchase Department
- 27) Select File