स्थापना शिक्षण अनुभाग, कुलसचिव कार्यालय, जामिया मिल्लिया इस्लामिया
Establishment Section (Teaching), Registrar's Office,
Jamia Millia Islamia

F.No. Gen-10/JMI/RO/E-T/2024

01.11.2024

OFFICE ORDER

The Vice-Chancellor, JMI, is pleased to appoint Officiating Controller of Examinations and Hony. Dy. Controller of Examinations, JMI, as per details given below in addition to their own duties in their respective department with immediate effect till further orders.

1. Prof. Saroj Kumar Mahananda, Deptt of English, JMI as Offg. Controller of Examinations, JMI
2. Dr. Ahteshamul Haque, Deptt of Electrical Engg, JMI, as Hony. Deputy Controller of Examinations JMI

Mr. Jitender Singh, Dy. Registrar is hereby relieved from the additional responsibilities of Offg. Controller of Examinations, JMI, with the direction to join his duty as Dy. Registrar in the Office of the Controller of Examinations.

All files related to the Controller of Examinations office will be routed through Hony. Deputy Controller of Examinations and Offg. Controller of Examinations henceforth.

Further, Prof. Saroj Kumar Mahanada will serve as Coordinator, and Dr. Ahteshamul Haque will serve as Deputy Coordinator for Ph.D. admission 2024-25 and all admissions work for the session 2025-26.

Prof. Naved Ahsan, Department of Civil Engg, JMI, Prof. M. Nizamuddin, Department of Elec & Comm., JMI, and Prof. Z A Jaffery, Dept. of Electrical Engineering, JMI, are hereby relieved from their respective responsibilities of additional duties in the Office of the Controller of Examinations, JMI, with immediate effect. The Vice-Chancellor extends gratitude for their dedicated services and contribution during their tenure as Professor Incharge, Coordinator and Deputy Coordinator respectively.

1/11/24

(Prof. Md. Mahtab Alam Rizvi)
Offg. Registrar

To:

1. Prof. Saroj Kumar Mahananda, Offg. Controller of Examinations, JMI
2. Dr. Ahteshamul Haque, Hony. Deputy Controller of Examinations, JMI

Copy for information and necessary action to:

1. All Deans of the Faculties/Heads of the Departments/Directors of the Centres/DSW/Chief Proctor/University Librarian/All Provosts/CVO/ Heads of Administrative Units, JMI/Principals/Headmistress of Schools
2. Prof. Naved Ahsan, Deptt, of Civil Engineering, JMI
3. Prof. M. Nizamuddin, Deptt. of Electronics & Communication Engg., JMI
4. Prof. Z.A. Jaffery, Deptt. of Electrical Engineering, JMI
5. The Hony. Director, IQAC, JMI

6. The Offg. Director, FTK-CIT, JMI-for uploading on University website
7. The Finance Officer, JMI
8. The Deputy Registrar/Asstt. Registrars of the University
9. Mr. Jitender Singh, Dy. Registrar, Controller of Exams., JMI
10. The Secretary to Vice Chancellor, JMI,
11. The Asstt. Registrar, Registrar's Secretariat, JMI
12. The Asstt. Finance Officer (Payment/Salary/Budget), JMI
13. The Central Public Information Officer/Public Relations Officer, JMI
14. Dealing Assistant (E-T)-for MIS entry
15. Concerned files/Personal file

01/11/2024

Asstt. Registrar (Estt.-T)