

NORTH-EASTERN HILL UNIVERSITY
SHILLONG : 793 001

PART - II

A G E N D A

SIXTY-FOURTH MEETING
OF THE
EXECUTIVE COUNCIL

5th January, 1969, Delhi.

NORTH-EASTERN HILL UNIVERSITY
SHILLONG : 793 001

PART - II

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OF THE
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5th January, 1989, Delhi.

MINUTES OF THE SIXTY-FOURTH MEETING OF THE EXECUTIVE COUNCIL

Part -II

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3:6: (1)

(vi) Subject to approval by the E.C, the Vice-Chancellor is ~~has~~ appointed ~~at~~ Smt. C.K. Sucharita, Advocate, Supreme Court, to file a caveat on behalf of the University and has approved a fee of Rs.1500/- (Rupees One thousand five hundred) for the purpose.

The E.C. may please ratify the action taken by the Vice-Chancellor.

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3:7: (1)

- vii) Grant of extension of Contract Appointment in respect of Dr P.N. Bajpai, Professor of Horticulture, SASRD, Medziphema for another period with effect from 25.3.88 - 31.12.88

Dr P.N. Bajpai who was appointed Professor of Horticulture at SASRD, Medziphema on Contract for the period of 2 yrs with effect from 25.3.85 (FN) - 24.3.87 was subsequently granted extension for another period of 1 year with effect from 25.3.87 - 24.3.88 vide Executive Council's resolution NO:EC:57:87:06:02(1).

Though the Executive Council in its 52nd meeting vide resolution NO:EC:52:86:06:2(viii) held on 30.6.86 resolved that the performance of teachers appointed on Contract be assessed before an extension is granted of which the Committee has been constituted vide Notification NO:EC:54:4/Conf/85-775 dated 16.1.87 but the Committee has not yet met.

However, on the absence of the Committee's proceedings, the views and comments of the Pro Vice-Chancellor was taken into consideration in processing the extension of contract appointment in respect of Dr Bajpai.

On the recommendation of the Pro Vice-Chancellor, Nagaland Campus, the Vice-Chancellor has approved the extension of contract appointment of Dr P.N. Bajpai for the above mentioned period with effect from 25.3.88 - 31.12.88.

The matter is reported to the Council for ratification.

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0000

3. Ratification

- (i) Resignation tendered by Dr. A.K. Srivastava, Lecturer, Department of Psychology, NEHU, Mizoram Campus.

Dr. A.K. Srivastava, joined the University as Research Associate w.e.f. 25.9.84 and his services were regularised as Lecturer w.e.f. 20.12.84 on his obtaining Ph.D. He had also been confirmed in the post of Lecturer.

Dr. Srivastava submitted an application for an equivalent post at N. C. E. R. T., New Delhi and the same was routed through proper channel vide this office letter dated 2.5.88. On receiving an offer letter for the above post from NCERT dated 11.10.88, Dr. A.K. Srivastava tendered his resignation from the University with a request to release him latest by Dec.15, 1988, to enable him to join the new post at NCERT.

The Vice-Chancellor accepted the resignation of Dr. A.K. Srivastava with effect from Dec.15, 1988 by condoning the short fall of the notice period and releasing him w.e.f. 15.12.88.

The matter is placed before the Council for ratification.

3:9:(1)

(ix) Appointment of Shri P.P. Dey as Systems Engineer in the Centre for Computer Science on adhoc basis.

The post of Systems Engineer in the scale of Rs.1200-1900(pre-revised) is one of the posts sanctioned by the UGC for the Computer Centre.

Since we have not been able to find anyone suitable for appointment to the post, Shri P.P. Dey who is well-conversant with the Computer System acquired by the University and the person sent by the Computronics to handle the machine, has been appointed as Systems Engineer on adhoc basis for a period of one year with effect from 9. 12. 88 on the approval of the Vice-Chancellor.

The matter is placed before the Council for ratification.

3:10:(1)

- (x) Extension of the term of deputation of Shri C. Lalawia, Planning Officer.

The one year term of deputation in respect of Shri C. Lalawia, Planning Officer, expired on 8. 11. 88. The process for regular appointment to the post is being taken up and it is felt that Shri Lalawia should continue till a regular appointment is made.

As such, the Vice-Chancellor has ordered the extension of his deputation term with effect from 9.11.88 until further orders and the matter has been taken up with his parent department.

The matter is placed before the Council for ratification.

3:11:(1)

- (xi) Grant of Extension of Appointment in respect of Smti Shyien Nakhro, Lecturer in Extension Education, School of Agricultural Science & Rural Development Medziphema for the period of 1 yr with effect from 10.6.88 - 9.6.89 on foreign deputation terms

Smti Shyien Nakhro, Lecturer in Extension Education, SASRD, Medziphema was appointed Research Associate on foreign deputation terms for the period of 2 years with effect from 10.6.86 vide Executive Council resolution's NO:EC:53:86:2(ix).

On the recommendation of the Dean, SASRD and with the consent of the Govt. of Nagaland the Vice-Chancellor has allowed to grant the extension of deputation of Smti Shyien Nakhro for another period of 1(one) year with effect from 10.6.88-9.6.89 on deputation terms.

The matter is placed before the Council for ratification.

3:12:(1)

- (xii) Nomination of NEHU Representative in
the Governing Body of Champhai College,
Mizoram -

The Vice-Chancellor has nominated Shri S.H.Pautu,
Lecturer in Political Science, Pachhunga University College,
Aizawl as NEHU Representative in the Governing Body of Champhai
College for the residue period from 2nd November, 1988 to
8th July, 1989 vice Late John Vanlalruata.

The matter is placed for favour of ratification by
the Executive Council .

.....

Nomination of NEHU Representatives in
(xiii) the Governing Body of Saiha College,
Mizoram

The Vice-Chancellor has nominated Dr. S. Ganguly, Reader in English, NEHU, Aizawl and V. M. Lianzela, Lecturer in Economics, NEHU, Aizawl as NEHU Representatives in the Governing Body of Saiha College, Mizoram, for a period of 2 (two) years with effect from 11th September, 1988.

The matter is placed for ratification by the Executive Council.

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(xiv) Study leave of Dr. O.P. Singh, Lecturer
in Zoology, SASRD, Medziphema.

Dr. O.P. Singh, Lecturer in Zoology, SASRD, Medziphema has been granted study leave for a period of 16 months w.e.f. 1.12.88 as per V.C.'s orders subject to ratification by the Executive Council under the provisions of the Ordinance OE 6 Clause 10. Payment of salary etc., will be governed by the said Ordinance i.e., full pay for the first 12 (twelve) months and half pay for (four months).

His application for the above has been considered and recommended by the School Board of SASRD, in its first meeting held on 18th - 19th August, 1988.

The matter is placed before the Executive Council for ratification of the action taken by the Vice-Chancellor.

6:1:1 (1)

Item No. 6 ADMINISTRATIVE MATTERS :

6:1 - Selection Committee -

- (i) Nomination of two members
of the Committee for selection
of the Vice-Chancellor -

Statute 2(a) provides that "The Vice-Chancellor shall be appointed by the Visitor from a panel of not less than three persons who shall be recommended by a Committee consisting of three members. Two members of the Committee shall be persons not connected with the University or an institution recognised by, or associated with the University, nominated by the Executive Council and one member shall be a person nominated by the Visitor who shall also be the Convener of the Committee."

In this connection two members of the Executive Council, namely, Dr J.B. Bhattacharjee and Dr A.P. Sinha sent an agenda item for nomination of two members by the Executive Council. The items submitted by the two members may be seen at Annexures - A & B. Another member, namely, Prof. R.S. Lyngdoh wrote that the existing rules for retirement at the age of 65 may be relaxed to allow the present Vice-Chancellor to complete his term by 1991. The letter of the member may be seen at Annexure - C.

The matter is placed for consideration of the Council.

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Annexure - 'A'

Selection Committee for Vice-Chancellor

The Statute 2 of the University under Sec.25(i) of the NEHU Act provides that the Vice-Chancellor shall be appointed by the Visitor from a panel recommended by a Committee consisting of three members and that two of these three members shall be nominated by the Executive Council. The Statute further provides that the Vice-Chancellor shall hold office for five years, but if he completes the age of sixty-five years during the term he shall retire from the office. It is, therefore, the statutory responsibility of the Executive Council to initiate the process of selection of the next Vice-Chancellor in advance by nominating two members for the Committee.

The matter was discussed in the 63rd meeting of the Executive Council and it was decided that the names for nomination shall be considered in the next meeting of the Council.

The 64th meeting of the Executive Council may, therefore, nominate two members to the Committee under matters arising out of the 63rd meeting.

Sd/-
(Dr J.B. Bhattacharjee)

.....

6:1:1 (3)

Annexure - 'B'

Vice-Chancellor . Section 12(1) and (2) and Statute 2(a) (i), (ii), (iii) and Statute 2(3) define the procedure of appointment of Vice-Chancellor. Dr R.K. Mishra, our present Vice-Chancellor, I learn will attain the age of 65 years by early next year. Under the provisions of Statute 2(a) (1) (iii) the Executive Council will have to initiate the process of the selection of Vice-Chancellor.

Sd/-
(Dr A.P. Sinha)

6:1:1 (4)

ANNEXURE - 'C'.

Dean
School of LANGUAGES

CONFIDENTIAL

December 5, 1988.

The Registrar
North-Eastern Hill University
Shillong.

Subject: Agenda of the E.C. Meeting to be held on
17th December, 1988.

Sir,

I understand that one of the important items to be discussed and decided in the above meeting of the E.C. will be to select the two panelists of the University to associate themselves in the preparing a panel for appointment of the new V.C. for NEHU.

As per existing Statutes and Ordinances of the University, the term of the V.C. is for five years or till the incumbent reaches the age of sixty-five. But Acts, Ordinances and Statutes are made not for every case. They are to be adhered to at all times, but yet when necessity arises any part of such Acts, Ordinances and Statutes can be condoned by a resolution of the E.C. Acts are not made to remain rigid throughout the ages but at times they had to be flexible in nature.

The term of the present V.C. will actually end in 1991 but unfortunately he will reach the age of sixty-five in in February 1989. This means that our present V.C. has just learn how to build up the University according to his vision and foresight and sense of balance and perhaps sense of belonging and commitment and above all with a spirit of dedication to "rise up and build" if he is given two more years' time I hope he will leave behind him indelible footprints to lead the future generation to mount exelsior.

.....

6:1:1 (5)

I therefore, propose that the E.C. which will meet on 17th December will adopt such kind of resolution that both UGC and the Ministry of Human Development Resources will condone the existing rules by allowing the present Vice-Chancellor to complete his term till 1991. If this is not possible, I, as a member of the E.C. would request all members to post-pone this issue for two weeks more in order to enable me to put up the case in a straight forward manner so that the outside world may not misunderstand us.

I would, therefore, request your kind honour in your capacity of Secretary in the E.C. to place my proposal before the E.C. You know very well that I am still under medical treatment and that made me unable to attend such meeting.

Yours faithfully,

Sd/-
(R.S. Lyngdoh)
Member of the Executive
Council.

.....

6:2:1: (1)

6:2 - Appointment/Creation-upgradation of posts/
Confirmation/Extension/Option/Transfer
Release/Termination.

(i) Confirmation of Teachers.

The Teachers whose names are listed below have completed their period of probation with effect from their dates of joining/re-designation shown against each. Their respective Heads of the Department have recommended them for confirmation of their services in the University.

The matter is placed before the council for consideration.

NAMES	Designa-	Depts	Date of Joining/Re designation	Date of completion of proba-tion	Remarks
Dr. Md. Yahiya Khan	-	-	-	-	-
Dr. Md. Yahiya Khan	- Reader	- Biochemistry	- 31.3.87	- 31.3.88	- To be completed on Jan.1, '89, after resuming duty from Study Leave.
Shri B. S. Butolah	- Lecturer	- Geography	- Redesignate on 1.1.86	- 1.1.88	- Completed.
Shri D. K. Nayak	- Lecturer	- Geography	- Do	- 1.1.88	- Completed.
Bh (Miss) W. L. Basaiawmoit	- Lecturer	- Physics	- 9.12.86	- 9.12.88	- Completed.
Dr. P. K. Mandal	- Lecturer	- Physics	- 17.12.86	- 17.12.88	- Completed.

It

- (ii) Termination of services of Shri S.R.Pradhan,
Chowkidar, NEHU, Nagaland Campus.

Shri S.R.Pradhan was appointed as chowkidar, Kohima, with effect from 21 November, 1973 vide appointment order No.F.1-6/ Appts/74-8010 dated 21 February, 1974 (Copy enclosed as Appendix 'A').

He has been terminated from the service by Pro Vice-Chancellor Nagaland Campus by giving him one month's notice w.e.f. 1.8.1988 under Rule 5, sub-rule (1) of CCS (Temporary service) Rules, 1965 for misconduct. The papers relating to his past records as submitted by A/R, Nagaland Campus are shown at Appendix 'B'.

The action taken by the Pro Vice-Chancellor was objected to by the NEHUNSA Unit of Nagaland Campus. The copy of the appeal and other relevant documents/papers submitted by the association members are shown at Appendix 'C'.

On the representation made by the NEHUNSA Unit of Nagaland the case was examined in detail by the Hqs and the legal opinions of the University Legal advisor was also sought. The opinion given by the Legal Advisor is shown at Appendix 'D'

Ultimately, the matter was re-examined by the Hqs. and it was decided to place the matter before the Executive Council for consideration.

The NEHUNSA of Shillong Hqs has also objected to the termination of the services of Shri Pradhan. The correspondences received from Hqs NEHUNSA is shown at Appendix 'E'

The matter is, therefore, placed before the members of Executive Council for consideration and decision.

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6:2:2(2)

APPENDIX 'A'

NORTH EASTERN HILL UNIVERSITY
SHILLONG.

No.F.1-6/Apts/75-8010

dated Shillong, the 21st Feb., 1974.

APPOINTMENT ORDER

The Vice-Chancellor, North-Eastern Hill University is pleased to appoint Shri S.R.Pradhan in the Post of Chowkidar in the scale of Rs.70-1-80-EB-1-85/- plus other allowances as admissible to any other Central Government Employees of the same rank posted at Kohima, with effect from 24.11.1973 Forenoon.

The appointment is purely temporary and his services are liable to be terminated at any time without assigning any reason. He will be governed by the service conditions to be decided by the University.

The initial basic pay of Shri S.R.Pradhan is fixed at Rs.70/- of the scale.

(By Order of the Vice-Chancellor)

Sd/-
Officer on Special Duty,
(Administration)

Copy to :-

1. The Private Secretary to the Vice-Chancellor, NEHU, Shillong.
2. The Officer on Special Duty, (Finance) for information and necessary action. The Charge Report of the official is attached.
3. The Officer on Special Duty., NEHU, ~~Shillong~~ Kohima.
4. The Accounts Section, NEHU, Shillong.
5. The Personal File of the Official.
6. Shri S.R.Pradhan, Chowkidar, NEHU, Nagaland Campus, Kohima.

Sd/-
Officer on Special Duty,
(Administration)

.....

6:2:2(3)

APPENDIX 'B'

No.NCK/PM/D-14/86-136

April 8th, 1988.

Shri D.C. Pant,
Registrar,
North-Eastern Hill University,
Lower Lachumiere, Shillong.

Sub: Termination of service of Shri S.R.Pradhan, Chowkidar.

Sir,

I am directed to say that on receipt of a written complaint from the Assistant Librarian of this Campus vide his letter No.NC/LIB-33/82-83/5833 dated 22-2-88 (Annexure-A), Sri S.R.Pradhan, Chowkidar, who is attached to the Library has been served with a memo vide this Office Memo No.NCK/PM/D-14/86-2305-07 dated 3-3-88. Earlier, Sri Pradhan was warned against breach of conduct on his part in future vide this Office Order No.NCK/PM/D-14/86-482 dated 11-8-87. In this connection, this Office Memo No.NCK/PM/D-14-86-432 dated 31-7-87 and Sri S.R.Pradhan's Explanations of 1-8-87 are also enclosed.

Sri S.R.Pradhan has not replied to this Office Memo of 2-3-88 (Annexure 'B') till date in which the last date of receipt of his reply was specified as 15-3-88. The present whereabouts of Shri Pradhan are not known to us.

Sri S.R.Pradhan, though appointed on 29th November, 1973, has not yet been declared as Quasi-permanent or permanent. The Pro-Vice-Chancellor has recommended that the service of Sri S.R.Pradhan may be terminated under Rule 5 of the C.C.S. (Temporary Service) Rules.

Therefore, I would request you kindly to communicate necessary approval for termination of Sri S.R.Pradhan's services.

Yours faithfully,

Sd/-

(N. C. Chakrabarty)
Assistant Registrar.

Nagaland Campus :. Kohima.

.....

6:2:2(4)

(APPENDIX 'A')

NORTH-EASTERN HILL-UNIVERSITY

NAGALAND CAMPUS :: KOHIMA

.....

NC/LIB-33/82-83/5833

Dated, Kohima, the 22nd'88.

URGENT

To

The Assistant Registrar,
NEHU, Nagaland Campus, Kohima.

Dear Sir,

This is to inform you that Sri S.R. Pradhan, Chowkidar attached to Library has been absent from duty without any information since 5.2.1988. Every month he is taking leave without prior information. It is now a habitual practise for him. This may kindly be brought to the notice of PVC as once he enquired about him.

This is for your kind information and taking necessary action.

Thanking you.

Yours faithfully,

Sd/-

(H.S. Chakraborty)
Assistant Librarian.

.....

6:2:2(5)

CONFIDENTIAL

(ANNEXURE 'B')

NORTH-EASTERN HILL UNIVERSITY
NAGALAND CAMPUS :: KOHIMA

No.NCK/PM/D-14/86-2305-07

March 2, 1988.

M E M O R A N D U M

Inspite of earlier warning served vide Sri S.R.Pradhan has been found irregular in his duty and attendance on several occasion.

It has been reported that he did not attend office on 14th December '87 and again from 5th February, 1988 onwards. It is known that he did not report for duty till 22nd February '88.

Sri S.R.Pradhan sculd immediately submit his explanation for unauthorised absence from duty on the dates mentioned above. He ~~scould~~ should show cause as to why his service should not be terminated for habitual unauthorised absence from duty inspite of previous warnings. His explanation must reach to the undersigned on or before the 15th March, 1988.

Pending verification of his actual absence from duty, his pay for the month of February '88 will be with-held.

Sd/-

(N.R.Chakrabarty)
Assistant Registrar.

To
Sri S.R.Pradhan, Chowkidar,
NEHU, Nagaland Campus, Kohima.

Memo No. NCK/PM/D-14/86-

March 2, 1988.

Copy to :-

1. The Asstt. Librarian, NEHU, Kohima. This has a reference to his letter No. NC/LIB-33/82-83-5833 dated 22.2.88. The actual absence of Shri Pradhan beyond the 22nd February '88 may please be intimated.
2. The Section Officer (Finance),
NEHU, Kohima, for necessary action.

Sd/-

(N.R. Chakrabarty)
Assistant Registrar

6:2:2(6)

ANNEXURE 'C'

NORTH-EASTERN HILL UNIVERSITY
NAGALAND CAMPUS :: KOHIMA.
.....

No. NCK/PM/D-14/86-

August 11, 1987:

OFFICE ORDER

Sri S.R.Pradhan, Chowkidar, is hereby granted Extra Ordinary Leave for the period of his unauthorised absence from duty from 30th June to 30th July, 1987. The count towards the annual increment of the incumbent.

Certified that Sri S.R.Pradhan has since returned to his duty with effect from 31st July, 1987.

Sri S.R.Pradhan is hereby warned for the last time that any breach of conduct on his part in the future, will be viewed very seriously and will render his services liable to termination.

Sd/-

(Kiremwati)
Pro-Vice-Chancellor.

Memo No. NCK /PM/D-14/86-482

August 11, 1987.

Copy to :-

1. The Registrar, North-Eastern Hill University, Shillong.
2. The Finance Officer, -do-
3. The Asstt. Librarian, NEHU, Kohima.
4. The Section Officer (Finance), NEHU, Kohima.
5. Sri S.R.Pradhan, Chowkidar, NEHU, Library Campus, Kohima.

Sd/-

(N.R.Chakrabarty)
Assistant Registrar
.....

6:2:2(7)

ANNEXURE 'D'

C O N F I D E N T I A L

NORTH-EASTERN HILL UNIVERSITY
NAGALAND CAMPUS :: KOHIMA

.....

No.NCK/PM/D-14/86-

July 31, 1987.

M E M O R A N D U M

Ref. This office Memo No.NCK/PM/D-14/86-244
dated 4.7.87.

Sri S.R.Pradhan, Chowkidar's explanation has not been received till date. His failure to reply the Memorandum is considered as disregard to the Authority. He must explain the reason for absence from duty with effect from 30th June, 1987 till date and the reason for his failure to reply the Memorandum dated 4th July, 1987 within 7th August, 1987, failing which necessary disciplinary action will be taken against him.

Sd/-

(N. R. Chakrabarty)
Assistant Registrar
...

To

Sri S. R. Pradhan,
Chowkidar, NEHU, Campus Library,
Kohima.

Memo No. NCK/PM/D-14/86-432

July 31, 1987.

1. The Assistant Librarian In-charge, NEHU, Nagaland Campus, Kohima, This has a reference to his letter No.NC/LIB-33/82-83/5452 dated 2.7.87. Sri S.R.Pradhan should not be allowed to resume his duty till a satisfactory explanation is received from him.
2. The Cashier, NEHU, Nagaland Campus, Kohima, The salary of Shri S.R.Pradhan, Chowkidar, from the month of July/87 should be withheld until further orders.

Sd/-

(N. R. Chakrabarty)
Assistant Registrar
...

6:2:2(8)

ANNEXURE 'E'

To

The Asstt. Registrar,
NEHU, Nagaland Campus, Kohima.

(Through Asstt. Librarian)

Dear Sir,

Most humbly and respectfully I beg to inform you that I had borrowed money from different people, who were asking me to repay it in the month of June only otherwise they will take drastic steps against me. Out of that fear I was not sleeping in my house w.e.f. 30th June '87 and thus had not taken prior permission from the office. I left the house to arrange money to repay my debts and it took about a month to repay all the debts. Due to that I could not explain in time about my unauthorised absence in time vide memo No. NCK/PM/D-14/86-244 dated 4th July '87, and thus this may not be treated as disregard to my superior offices, but I failed under forced circumstances explained in the letter.

After I returned my home I found the letter and rushed to the Library to report for my duties. But as per your Memo No. NCK/PM/D-14/432 dt. 31.7.87 I have been asked to furnish suitable explanation, which I am submitting through this letter.

I therefore most humbly request you to give me last chance to rectify my conduct and be loyal to my authorities and employer. I hope you good self will give me last chance to improve considering my 3 small children and treat my absence under Earned Leave.

For your such act of kindness I shall remain ever grateful to you.

Thanking you.

Yours faithfully,

Kohima 1.8.87.

Sd/-
(S.R. Pradhan)
Chowkidar

Copy for inf :-

Asstt. Librarian, NEHU, Kohima.

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6:2:2(9)

'CONFIDENTIAL'

NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS :: KOHIMA - 797001.

....

No. NCK/PM/D-14/86-345,

May 13th, 1988.

To,

sri D.C. Pant,
Registrar,
North-Eastern Hill University,
Lower Ichaumiere, Shillong.

Subject: Termination of service of Sri S.R. Pradhan,
Chowkidar.

Sir,

I am directed to refer to this Office Letter No. NCK/PM/D-14/136, dated 8.4.88 and to state that on the morning of the 13th May, 1988, Sri S.R. Pradhan, Chowkidar, reported to the undersigned with the intention to re-join duty. As there was no application for leave from him ever since he remained absent from 5th February '88, he was asked verbally the reason for his absence without leave. He said that he was suffering from Malaria and he had a Medical Certificate to that effect. He didn't bring any fitness certificate and he was asked to submit leave application for the period of his absence alongwith the fitness certificate from the authorised medical attendant. The matter has been discussed at length with the Pro Vice-Chancellor who spoke to Sri S.R. Pradhan personally. The Pro Vice-Chancellor still desires that the services of Sri S.R. Pradhan should be terminated by serving him one month's notice.

I would, therefore, request you kindly to issue necessary orders at an early date.

Yours faithfully,

sd/-
N.R. Chakrabarty,
Assistant Registrar.

...

5:2:2(1)

"CONFIDENTIAL"

NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA-797001.

....

No. NCK/PM/D-14/86-1089,

August, 31, 1988.

To,

The Assistant Registrar (Admn),
North-Eastern Hill University,
Lower Lachauviere, Shillong-793001.

....

Sub:

Appeal for termination of services of Sri S.R.
Pradhan, Chowkidar.

Ref:

Your letter No. F. 5-12/Estt-NC/82-4316,
dated 18.08.88.

sir,

I am directed to say that the circumstances leading to the termination of services of Sri S.R. Pradhan, Chowkidar has been stated in detail in this Office letter No. NCK/PM/D-14/136, dated 8.4.88 and the notice for termination has been served on receipt of necessary instructions from your end vide your letter No. F. 5-12/Estt-NC/82-2945, dated 23.6.88. In this connection, I am to say that besides the papers forwarded to you under this Office letter of 8th April, 1988 (referred to above), there were several other occasions on which Sri S.R. Pradhan has been warned for mis-behaviour and copies of earlier warnings are enclosed as per list in Annexure 'A'.

It may be noted that there has been considerable number of memoranda served on Sri S.R. Pradhan for various kinds of mis-conduct on his part and as he was setting a bad example on the other Group 'D' staff, whereby maintenance of discipline was getting out of hand. Therefore, some drastic step had to be taken in order to enforce discipline amongst Group 'D' staff. Further, I would like to draw your attention to the judgement given in the case of Kali Ram Vs. Union of India and another (1988) 6 ATC 892 (New Delhi Bench) appearing in the Case-Law Section (38) in the Swamys-news - August '88 issue. Copy enclosed for reference (Annexure -B).

The matter has been explained to the Office bearers of the NEHUNSA Kohima Unit by the Pro Vice-Chancellor. Sri S.R. Pradhan is no longer in NEHU service with effect from 1.8.88. And it is learnt that he has left Nagaland for his home.

Encl: As stated.

Yours faithfully,

sd/-
N.R. Chakrabarty,
Assistant Registrar.

....

Sl.
No.Letter No & Date

1. No. ESTT-18/76-77 dated 15.02.78.
2. NO. Estt-18/75-76 dated 28.04.82.
3. NO. Estt-18/75-76/627 dated 20.08.82.
4. NO. ESTT-18/75-76/1198 dated 6.10.82.
5. NO. Estt-18/75-76/1256 dated 12.10.82
6. NO. Estt-18/75-76/ #205 dated 9.06.83
7. NO. Estt-18/75/1459 dated 23.01.86.
8. No. NC/LIB-33/82-83/4217, dated 04.08.86 letter from the Asstt. Librarian.
9. No. NCK/PM/D-14/86 dated 04.07.1987.
10. No. NCK/PM/D-14/86 dated 31.07.1987.
11. No. NC/LIB-33/82-83/5922, dated 12.05.88 letter from the Asstt. Librarian.

6:2:2(12)
NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS :: KOHIMA

No. Estt-18/76-77

Dated Kohima, the 15th February, 1978.

To,

Sri S.R. Pradhan,
NEHU, Office Chowkidar.

Subj

WARNING FOR DISOBEDIENCE

On 13th Feb. '78 Sri S.R. Pradhan, Chowkidar, has been asked to carry one typewriter machine and some stationery upto the MLA Hostel in connection with some urgent official work (visit of the NEHU Expert Team). He was ordered to reach the MLA hostel by 3:00 p.m. After waiting for him upto 3.30 p.m., the office Superintendent came personally to the Office and found the office deserted leaving the front door open. The Typewriter and the stationery were lying on a bench in the corridor. After repeated calls the Chowkidar didn't appear and then the Superintendent left the office with the Typewriter and the other stationery,

It is observed that not only did Sri Pradhan fail to carry out the orders but also he was negligent of his duties as the Office Chowkidar. He is therefore severely warned against recurrence of similar dereliction of duties in future for which his services may be liable for termination without further warning.

Sd/-

(P. Moasosang),

Officer on Special Duty,
NEHU, Nagaland Campus, Kohima.

...

6:2:2:(13)

NORTHEASTERN HILL UNIVERSITY
NAGALAND CAMPUS :: KOHIMA

....

No. Estt-18/75-76

April 28, 1982.

W A R N I N G

Several reports have been received from shop keepers in the neighbourhood that Sri Pradhan had bought things at credit and kept his dues out-standing over long periods. Sri Pradhan is warned that if any such report is received in the office in future necessary departmental proceedings will be drawn up against him.

Sd/-
(Dr. K.K. Sharma),
Deputy Registrar.

To,
Sri S.R. Pradhan,
Chowkidar, NEHU Campus,
Kohima.

6:2:2(14)

NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA

.....

No. No. Estt-18/75-76/627

20th August, 1982.

M E M O R A N D U M

It has been brought to the notice of the undersigned that since the beginning of the current year several items of office stationery and other materials have been found missing from various office rooms of the Campus building. Again, recently a chair cushion and a towel have been found missing from the office of the Commerce Department and of Dr. S.S.A. Jafri's office, respectively. These articles (the towel and the cushion) are reported to have been later replaced by Sri S.R. Pradhan, Chowkidar.

Since Sri S.R. Pradhan has been found guilty of removing some of the articles without prior knowledge of the other officials, he may explain why disciplinary action should not be taken against him for being responsible for all the missing articles.

Sri S.R. Pradhan must submit his explanation to the undersigned within 3 (three) days from the issue of this letter.

Sd/-

Dr. K.K. Sharma,
Deputy Registrar,
NEHU, Nagaland Campus, Kohima.

To,
Sri S.R. Pradhan,
Chowkidar, NEHU, Nagaland
Campus, Kohima.

Copy to:

1. Dr. B.K. Tandon, Head, Department of Commerce, NEHU, Kohima with reference to his letters dated 14th & 16th August, 1982.
2. Dr. S.S.A. Jafri, Lecturer, Deptt. of Earth Sciences, NEHU, Kohima with reference to his letter dated 10.8.82.

6.2:2(15)
NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA
...

No. Estt-18/75-76/

Dated 6.10.82

M E M O R A N D U M

In this office Memo No. Estt-18/75-76 dated 20.8.82, Sri S.R. Pradhan Chowkidar has been asked to explain certain alleged misconducts on his part. Sri Pradhan's reply to the said memo was supposed to have submitted within 23rd August, 1982, but so far no communication from him has been received in the office.

2. Besides the previous allegations, it has now been brought to the notice of the undersigned that on 16th September, Sri Pradhan had wilfully removed a shawl belonging to Sri C.B. Chettri, Chowkidar from the Office room of Dr. K.K. Sharma, Reader, Department of Education.

Sri Pradhan is given a second chance to explain his alleged misconduct and at the same time he will submit a satisfactory explanation of the incident stated in para 2 above.

Sri Pradhan's reply to this memo must be received on or before 15th October, 1982.

Sd/-

Dr. K.K. Sharma,
Deputy Registrar,
NEHU, Nagaland Campus, Kohima.

To,
Sri S.R. Pradhan,
Nagaland Campus, Kohima.

....

6:2:2(16)
NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA

....

No. Estt-18/75-76/1256,

October 12, 1982.

M E M O R A N D U M

A Godrej chair has been removed from the class room of the Commerce Department sometime between Saturday afternoon and Monday morning. You will please replace the chair immediately failing which the cost of the furniture will be recovered from your salary.

Sd/- Dr. K.K. Sharma,
Deputy Registrar.

To,
Sri S.R. Pradhan,
Chowkidar, NEHU, Kohima.

Copy to:-

1. The Head of the Department of Commerce, NEHU, Kohima. This has a reference to his letter No. NC/Com-35/82-802, dated 11.10.82.
2. The Accounts Section, NEHU, Office. The salary of Sri Pradhan will not be disbursed unless the matter is cleared before the pay day.

4:2:2(17)

NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA.

...

No. Estt-18/75-76/1205,

June 9, 1983.

M E M O R A N D U M

Sri S.R. Pradhan, Chowkidar has been found absent without leave on 4th, 6th and 9th June, 1983. Sri Pradhan is requested to give an explanation for his absence without leave for the above days. The explanation should reach the undersigned latest by 14th June, 1983. In case Sri Pradhan fails to give a satisfactory explanation within the stipulated time, the above period of absence will be treated as E.O.L. for which no salary will be paid to him.

Sd/- Dr. K.K. Sharma,
Deputy Registrar.

To,
Sri S.R. Pradhan.
Chowkidar, NEHU, Kohima.

....

6:2:2(18)

NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA

....

No. Estt-18/75/1459

23rd January, 1986.

MEMORANDUM

With refernce to Sri S.R. Pradhan Chowkidar's petition dated 7.11.85, this is to say that a serious view has been taken of the anomalies in his petitions dated 27.9.85 and 15.10.85. It has been also observed that he failed to produce the papers to support his illness during the period of his unauthorised absence. A serious view is taken of this matter and while the the serious view is taken of this matter and while the salaries due to him for the period from 1.6.85 to 6.9.85 are being released, Sri S.R. Pradhan is hereby warned that he will be liable to disciplinary action for similar lapses on his part in future.

Sd/- N.R. Chakrabarty,
Assistant Registrar.

....

To,
Sri S.R. Pradhan,
Chowkidar, NEHU, Kohima.

....

6:2:2(19)
NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA
.....

NC/LIB-33/02-03/4271

Dt. 4th Aug '86

To,

The Officer on Special Duty,
NEHU, Nagaland Campus, Kohima.

Dear Sir,

On 24th July Sri S.R. Pradhan, was asked to send a packet under Regd-post and was paid Rs. 20/- also for the same. Next day he reported to Sri H.S. Chakrabarty Asstt. Librarian that the packet needs Rs. 7.50 more for the registration which he collected from him. On enquiry on 29th July '86, Mr. Pradhan intimated that the receipt is lying at his home and he will give it to Mr. Chakrabarty the next day.

Today he came at 10.30 a.m. and on demand produced the registration receipt of Rs. 16.50 which he sent today only. This is not for the first time that he has violated the official norms. He has been given several warnings and I am regretted to inform you that he is beyond control. I am referring his case to you for necessary information.

Thanking you,

Yours faithfully,

Sd/- A.K. Kundu,
Asstt. Librarian.

Copy to for information -

Sri S.R. Pradhan, Peon.

6:2:2(20)

NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA

.....

No. NCK/PM/D-14/86-

Dt. 4th July, 1987.

M E M O

Sri S.R. Pradhan Chowkidar, should explain the reason of his absention from office with effect from 30.6.87, without prior permission of information of the authority. His explanation should reach the undersigned on or before 6th July 1987 positively, failing which necessary disciplinary action will be taken against him.

Sd/-

N.R. Chakrabarty,
Asstt. Registrar.

...

To,
Sri S.R. Pradhan,
Chowkidar, NEHU,
Library, Kohima.

Memo No.: NCK/PM/D-14/86-244

Dt. 4th July '87.

Copy to:

Asstt. Librarian, In-charge, NEHU, Kohima.
This has a reference to his letter No. NC/LIB-
33/82-83/5452, dated 2.7.87.

Sd/- N.R. Chakrabarty,
Assistant Registrar.

....

6:2:2(21)

CONFIDENTIAL

NONCK/PM/D-14/86-

Dated, 31.7.1988.

M E M O R A N D U M

Ref: This Office Memo. No. NCK/PM/D-14/86-244
dated 4th July '1987.

Shri S.R. Pradhan, Chowkidar's explanation has not been received till date. His failure to reply the Memorandum is considered as disregard to the Authority. He must explain the reason for absence from duty with effect from 30th June, 1987 till date and the reason for his failure to reply the Memorandum dated 4th July, 1987 within 7th August, 1987 failing which necessary disciplinary action will be taken against him.

Sd/-

(N. R. Chakraborty)
Assistant Registrar

To

Shri S.R. Pradhan,
Chowkidar, NEHU, Campus Library,
Kohima.

Memo No. NCK/PM/D-14/86-432

Dated 31. .1987.

Copy to :-

1. The Assistant Librarian In-charge,
NEHU, Nagaland Campus, Kohima. This has a reference
to his letter No. NC/LIB-33/82-83/5452 dated 2.7.87.
Shri S.R. Pradhan should not be allowed to resume his
duty till a satisfactory explanation is received from
him.
2. The Cashier, NEHU, Nagaland Campus, Kohima. The salary
of Shri S.R. Pradhan, Chowkidar, from the month of July/87
should be withheld until further orders.

Sd/-

(N. R. Chakraborty)
Assistant Registrar.

6:2:2(22)

NORTH-EASTERN HILL UNIVERSITY
NAGALAND CAMPUS LIBRARY
KOHIMA

(CONFIDENTIAL)

No./LIB-33/80 83/5922

Dated, 12.5.88.

To,

The Assistant Registrar,
NEHU, Nagaland Campus
Kohima.

Sir,

Please find herewith enclosed one application made by Mr. S. Sherpa addressed to you through proper channel, for necessary action.

In this regard I am to say that Mr. S.R.Pradhan came yesterday to my office at about 1.P.M. He was intoxicated and his way of talking was abnormal. He demanded to settle his case. Moreover his attitude & behaviour was not healthy nature. I advised him to report to the Administrative Office for his case. But he was quite adamant to go administrative Office.

As he was assaulted one of the Library Staff, he may insult any Library Staff in future. He has sent some outsiders to me for his case. I am apprehending he may cause problem for my Library staffs and for me including my family members.

So, kindly note that he will be personally liable for any damage done to me or my family. I would request you to take necessary measure in this respect so that the should not go free in future.

Thanking you,

Yours faithfully,

Sd/-

Enclo: As stated above.

(H.S.Chakraborty)
Assistant Registrar
...

.....

August '88

Swanysnews

CASE-LAW SECTION

(38)

Termination of services of temporary employee, having regard to past conduct and confidential reports, does not amount to punishment. -

The petitioner was appointed as a temporary chowkidar in the Social Welfare Directorate of Delhi Administration in 1970. He was deputed on duty in the Home for Healthy Non-affected Female Children of T.B. and Leprosy Patients. His Annual Confidential Reports for 1975 showed that his behaviour was not satisfactory and was not fit to serve in a girl's institution as he often teased the girls. There was also an allegation that he attempted to commit rape on an inmate of the Home on 3.11.1975. On 29.11.1975, he was served with an order of termination of his services under Rule 5 (1) of the C.C.S.(T.S.) Rules, 1965. Hence the present petition challenging the impugned order of termination.

Held: In the circumstances of the case, two courses were open to the competent Authority. One was to place him under suspension and take disciplinary action after making a regular enquiry, or if he was a temporary servant, judge his suitability for the post and terminate his services. Since the petitioner was a temporary employee, instead of going into the truth of the allegations made against him, the competent Authority proceeded to consider his suitability. They did not go into the question of misconduct or moral turpitude of the petitioner. Infact there is a note that no case of rape has been made out. But still they rightly thought that a person, whose past conduct reflected by the Annual Confidential Reports showed that he was not a fit person to be kept in the Home for Female Children and when such an event had come to their notice, was unsuitable to be continued any further. The termination of plaintiff's services in the facts and circumstances of the case cannot be considered one by way of punishment. The incident of 3.11.1975, was not the foundation of the order but that necessitated an appraisal of the suitability of the petitioner and determination of whether having regard to the past behaviours and confidential reports he should be continued in such a sensitive institution. Hence the order of termination of the petitioner is a termination simpliciter and not by way of punishment. The impugned order does not suffer from any infirmity and cannot be interfered with.

(Kali Ram V. Union of India and another, (1988) 6 ATC 892

(New Delhi, Bench).)

// copy //

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION
NORTH-EASTERN HILL UNIVERSITY

Nagaland Campus, Kohima.

Annexure - 'C'

Ref. No. NSA/GS-2/86-

Date 27-7-88

The Vice-Chancellor,
North-Eastern Hill University,
Shillong - 793 001.

Sub: Appeal for termination of service of
Sri S. R. Pradhan, Chowkidar, NEHU,
Nagaland Campus, Kohima.

Ref: MCK/PM/D-14/86-641 dated 1-7-88.

Sir,

With reference to the office order mentioned above, I, on behalf of the NEHUNSA, NEHU, Kohima, as per resolution adopted on its meeting held on 20-7-88 beg to state that Sri S.R.Pradhan, Chowkidar, has been terminated with effect from 1-8-88- In this connection, we, the Non-teaching staff, Kohima, beg to apprise you with following points of fact for favour of your honourable consideration as under :-

1. Sri S.R.Pradhan, has been working as Chowkidar in this University for over fourteen years since 24-11-73, i.e., he has been working faithfully for fourteen years eight months in this University. This is as per combined seniority for Chowkidars issued vide order No.F.22-22/Estt-1/81, dated 11-9-81. According this order he is the 3rd senior most staff among the Chowkidar in the University. Though his service has not yet confirmed he has been allowed to cross the Efficiency Bar and his pay is being upgraded vide Order No.

.....2/

6:2:2(25)

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION
NORTH-EASTERN HILL UNIVERSITY
Nagaland Campus, Kohima.

Ref. No.....

Date.....

:: 2 ::

Therefore, after having served for nearly fifteen years in the same category has treated as temporary and being terminated for minor mistake under CCS Temporary Service Rule.

2. It is proved that through his service for over fourteen years, there has not found any serious misconduct or major breach of law which is liable for termination. This year (1988) in the last part of January, he felt sick yet he did not neglect in duty. However, unfortunately he was affected seriously with Malacia. Therefore, he was admitted to Civil Hospital, Kohima without prior information to the authority. Owing to have been under such condition, he has been absent from duty for 111 days with effect from 1-2-88 to 21-5-88. In the meantime, explanation was served for his continuous absence from duty. Whether the order was given to him or not, but at that time he is under medical treatment. Actually, the order served for explanation was not replied by him due to ignorance on the part of servant. Sri S.R. Pradhan, joined in his duty with effect from 23-5-88 with medical treatment certificate/fitness certificate. On the basis of Medical Certificate, he was sanctioned earned leave/half pay leave for 111 days with effect from 1-2-88 to 21-5-88 vide order enclosed. And then terminated him from service with effect from 1-8-88- Under Sub-rule(1) of rule (5) of the C.C.S.(Temporary Service)Rule,1965.

.....3/

6:2:2(25)

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION
NORTH-EASTERN HILL UNIVERSITY
Nay land Campus, Kohima.

Ref. No.

Date.

:: 3 ::

However, it is not wise to treat any official having worked for over fourteen years in the same department. As even in this University, there is no body working for more than fourteen years of service has so far been unconfirmed. As you are well aware, temporary post is sanctioned only for certain period beyond which a particular individual appointed against the said post may not hold it.

3. Notwithstanding on the above, as per the section 25(1) of NEHU act 1973 of clause 28(1) (d) subject connected with removal of employees other than teachers of the University. It reads, provided that no employee shall be removed from his office, unless a resolution to that effect is passed by the Executive Council by a majority of two-thirds of its members present and voting. It implies that all University employees, irrespective of status shall be removed only by a resolution of the Executive Council. Therefore, any action for termination of the University employees without the consent of Executive Council is spoiled the prestige of the University.

In view of above fact, may I request your honour kindly look into the matter properly as per rules enforced. For which act of your honourable consideration to this effect shall remain ever grateful to you sir.

Yours faithfully,

(M. GHAP)
President.

6:2:2(27)

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION
NORTH-EASTERN HILL UNIVERSITY
Nagaland Campus, Kohima.

Ref. No.

Date.....

:: 4 ::

No.NSA/GS-2/86-

July 27th,1988.

Copy to:-

1. The Pro-Vice-Chancellor,
NEHU, Nagaland Campus, Kohima.
2. The Registrar,
North-Eastern Hill University,
Shillong.
3. The President,
NEHUNSA, NEHU, Shillong/Medziphema/Aizawl.
4. The General Secretary,
NEHUNSA, NEHU, Shillong.

(M. GHAP)
President.

6:2:2(23)

NORTH-EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA

No. NCK/TM/D-14/86-647

July 1st, 1988.

ORDER

The Pro Vice Chancellor is pleased to sanction the following leave to Shri. S.R. Pradhan, Chowkidar, as follows.

1. Earned Leave w.e.f. = 1.2.88 to 5.4.88 =65 (Sixty Five) days.
2. Commuted Leave 46 days by converting 92 days Half Pay Leave w.e.f. 6.4.88 to 21.5.88 suffixing 22.5.88 being Sunday =

Certified that Sri.S.R. Pradhan, Chowkidar, has since resumed his duty.

Balance of Leave as on 23.5.88 :
Earned Leave -. Nil.
Half Pay Leave - 122 days.

Sd/-

(N.R. Chakrabarty)
Assistant Registrar.

Memo No. NCK/PM/D-14/86-647

July 1st, 1988.

Copy to :-

1. The Registrar, NEHU, Shillong. His joining report is enclosed for necessary information.
2. The Finance Officer, -do-
3. The Section Officer (Finance), NEHU, Kohima.
4. Shri. S.R. Pradhan, Chowkidar, NEHU, Kohima.
5. Guard File.

Sd/-

(N.R. Chakrabarty)
Asstt. Registrar.

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6:2:2(29)

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION
NORTH EASTERN HILL UNIVERSITY.
NAGALAND CAMPUS, KOHIMA.

Ref. No NSA/Gs-2/86

Date 26th July '88.

To

The President,
NEHU, NEHUNSA,
Shillong.

Sub : Termination of service of Shri. S.R. Pradhan,
Chowkidar NEHU, Nagaland Campus, Kohima Vide
Office order No. NCK/PM/D-14/86-641 dt. 1.7.88.

Sir,

With reference to the subject cited above,
I am on behalf of non-teaching staff NEHU, Nagaland
sending herewith Xerox copy of petition date 18.7.88
along with other documents submitted by Shri. S.R. Pradhan,
Chowkidar NEHU, Kohima regarding termination of his
service for your information please.

Yours faithfully,

Incl : 8 copies.

Copy to :

1. Vice Chancellor,
NEHU, Shillong.
2. The Registrar, NEHU,
Shillong.
3. The General Secretary,
NEHUNSA, NEHU, Shillong.

Sd/-

(T. Chakravarty)
General Secretary

Sd/-

(T. Chakravarty)
General Secretary.

.....

6:2:2(30)

Date ; July 18th, 1988.
Place : Kohima.

To

The President,
NEHUNSA, NEHU,
Lower Lachumiere,
Shillong - 793001.

Sub : Termination of Service.

Ref : Memo No. NCK/PM/D-14/86-641 dated 1.7.88.

Sir,

Referring Memo No. mentioned above, my service has been terminated w.e.f. 1.8.88. In this connection, I beg to approach you with the following points of fact for your considering my case as below :-

- 1) I have been working in this University for over 15 (fifteen) years faithfully since 24.11.73 as Chowkidar. Half of my life, I have been in this University. During the successful years of my service, the Office has never been suffered any lost while I am in duty.
- 2) During the first-part of this year, I was unfortunately affected with some illness in the month of January '88, even though I did not neglect in my duty. However, I had become so serious with the infection of Malaria. Therefore, I was admitted in the Civil Hospital, Kohima, for medical treatment without prior information to the authority. Due to recrudescence of illness, I could neither inform to the authority, nor resume in my duty for 110 (One hundred ten) days w.e.f. 1.2.88 to 21.5.88.

In the meantime, I was ordered to join in my duty. Therefore, I immediately release from the Hospital and joined in my duty. While I was under medical treatment, Explanation was served but I didn't receive and it was given to me only when I joined.

In view of above fact, it is proved that because of personal contradiction, I have been put in difficulty. According to the provisions of C.C.S.(C.C.A.) deals with proceeding disciplinary action against the Government Servant framed under framed under the Article 311 of the Indian Constitution, no Govt. Servant shall be removed or dismissed except a major breach of office discipline rules.

May I, therefore, request your goodself kindly to consider my pathetic case and look into the matter so that I may be continued in my service, and for which shall ever be remained much obliged Sir.

Yours faithfully,

Sd/-
(S.R. Pradhan)
Chowkidar
NEHU, Kohima.

Copy to :-

1. The General Secretary,
NEHUNSA, NEHU, Shillong.
2. The President,
NEHUNSA, NEHU, Kohima/ NEHU, SASRD, Medziphema/
NEHUNSA/ NEHU, Mizoram Campus, Aizawl NEHUNSA Unit.

6:2:2(31)

Dt. Kohima, 4th July '88

To

The President,
NEHUNSA, NEHU, Kohima.

Sir,

I have the honour to bring your kind notice the following few lines for your kind consideration. That Sir, my service has been terminated by Office (Copy enclosed) -.

Sir, I was absent from duty with effect from 1.2.88 to 5.4.88 due to illness without informing to office. After my medical treatment I join my duty and the office has granted earned leave and half pay leave for the said period.

Therefore I request you kindly look into my case sympathetically.

Yours faithfully,

Sd/-

(S.R. Pradhan)

Peon.

.....

6:2:2(32)

To

The Pro Vice Chancellor,
NEHU, Nagaland Campus, Kohima.

Sub : Termination of Service.

Ref : Order No. NCK/PM/D-14/86-641.
dated 1st July, 1988.

Sir,

With reference to Order mentioned above which served for termination of my service, I beg to say that I have been working in this University since 20.12.1973. I have completed my service of 15 (fifteen) years in this University, ie. half of my life I have been in this University. Notwithstanding on this matter, I have three school going children together with my wife, brother and parents all depending on me since I am the only person among the family who looks after their needs. Owing to such condition, I am now facing a fish out of water for my family members those depending on me on receipt of my termination order.

Therefore, may I earnestly request your competent authority kindly to consider my pathetic case as special one and review my case if any other disciplinary action which can be suited for my disobedience and retain my service on family ground in God's name and for which act of your kind honourable consideration I shall never repeat the same and I will leave no stone unturned in my duty with pay respect to my authority Sir.

Yours faithfully,

Sd/-

(S.R. Pradhan)
Chowkidar,
NEHU, Kohima.

Dated Kohima, the 7th July '88.

Copy to :-

1. The Registrar,
North-Eastern Hill University, Shillong.
2. The Asstt. Registrar,
NEHU, Nagaland Campus, Kohima.

.....

6:2:2(33)

North-Eastern Hill University

Nagaland Campus : Kohima.

No. NCK/PM/D-14/86-728

July 15th, 1988.

MEMORANDUM

Ref : Petition dated 7-7-88 from Shri.
S.R. Pradhan, Chowkidar.

The undersigned has to state that the Petition of Sri. S.R. Pradhan dated the 7th July, 1988 along with the explanation of the same date submitted by him has been examined. The order communicated under this office Memorandum No. NCK/PM/D-14/86-641 dated 1.7.88 stands.

Sd/-

(N.R. Chakrabarty)

Asstt. Registrar.

To

Sri. S.R. Pradhan, Chowkidar
Nagaland Campus,
Kohima.

NORTH-EASTERN HILL UNIVERSITY
NAGALAND CAMPUS:: KOHIMA

No. NKC/PM/D-14/86-647

July 1st, 1988.

ORDER

The Pro Vice-Chancellor is pleased to sanction the following leave to Shri S.R. Pradhan, Chowkidar, as follows.

1. Earned Leave w.e.f. = 1-2-88 to 5-4-88 = 65 (sixty five) days.
2. Committed Leave 16 days by converting 22 days Half Pay Leave w.e.f. 6-1-88 to 21-5-88 suffixing 22-5-88 being Sunday.

Certified that Shri S.R. Pradhan, Chowkidar, has since resumed his duty.

Balance of leave as on 23-5-88

Earned Leave - Nil

Half Pay Leave - 122 days.

Sd/-
(N.R. Chakraborty)
Assistant Registrar

Memo No. NKC/PM/D-14/86-647

July 1st, 1988.

Copy to:-

1. The Registrar, NEHU, Shillong. His joining report is enclosed for necessary information.
2. The Finance Officer -dO-
3. The Section Officer (Finance), NEHU, Kohima.
4. Sri S.R. Pradhan, Chowkidar, NEHU, Kohima.
5. Guard File.

(N.R. Chakraborty)
Assistant Registrar.

6:2:2(35)

NORTH-EASTERN HILL UNIVERSITY.
NAGALAND CAMPUS : KOHIMA.

No.NCK/PM/D-14/86-641

1st July, 1988.

M E M O R A N D U M

In pursuance of Sub-rule(1) of Rule(5) of the Central Civil Service (Temporary Service) Rules, 1965, I, Sri Kiremwati, Pro vice Chancellor, NEHU, Nagaland Campus, Kohima, hereby give notice to sri. S.R. Pradhan, Chowkidar, NEHU, Nagaland Campus, Kohima, that his service shall stand terminated with effect from the date of expiry of a period of one month from the date on which the notice is served.

Forwarded by : Sd/-
Asstt. Registrar.

Sd/- (Kiremwati)
Pro Vice Chancellor.

To

Sri. S.R. Pradhan, Chowkidar,
NEHU, Nagaland Campus, Kohima.

A C K N O W L E D G E M E N T

I hereby acknowledge the receipt on this day of the Notice of termination from Service.

Sd/-
(S.R. Pradhan)
Signature of the individual
July 1st, 1988.

Date : 1st July, 1988.

Memo No. NCK/PM/D-14/86-641

Copy to :-

1. The Registrar,
North-Eastern Hill university, Shillong. This has a reference to his letter No.F.5-12/Estt-NC/82-2945 dated 23.6.88 approving the termination of service.
2. The Finance Officer,
North-Eastern Hill University, Shillong.
3. The Section Officer (Finance) NEHU, Kohima.

Sd/-
(N. R. Chakrabarty)
Asstt. Registrar.

.....

6:2:2(36)
NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS : KOHIMA.

No.NCK/PM/L-14/86-2305-07

Dated, 2nd March '88.

M E M O R A N D U M

In spite of earlier warning served vide this office order of even number (482) dated 11.3.87, Sri. S. R. Pradhan has been found irregular in his duty and attendance on several occasions.

It has been reported that he did not attend office on 14th December '87 and again from 5th February '1988 onwards. It is known that he did not report for duty till 22nd February '88.

Sri. S.R. Pradhan should immediately submit his explanation for unauthorised absence from duty on the dates mentioned above. He should show cause as to why his service should not be terminated for habitual unauthorised absence from duty in spite of previous warnings. His explanation must reach to the undersigned on or before the 15th March '88.

Pending verification of his actual absence from duty, his pay for the month of February '88 will be with-held

Sd/-
(N.R. Chakraborty)
Asstt. Registrar.

To,

Sri. S.R. Pradhan, Chowkidar,
NEHU, Nagaland Campus Library, Kohima.

Memo- No.NCK/PM/D-14/86-2305-07 dated, 2nd March '88.

Copy to :-

1. The Asstt. Librarian, NEHU, Kohima. This has a reference to his letter No.NC/Lib-33/82-83-5833, dated 22.2.88. The actual absence of Sri, Pradhan beyond the 22nd February '88 may please be intimated.
2. The Section Officer (Finance, Nehu, Kohima, for necessary action.

Sd/-
(N.R. Chakraborty)
Asstt. registrar.

.....

6:2:2(37)

To,

The Pro-Vice-Chancellor,
North-Eastern Hill University,
Nagaland Campus, Kohima.

Sub : Explanation Call.

Ref : Order No. NCK/PM/D-14/86-2305-07,
dt. 2.3.88.

Sir,

With reference to your order mentioned above, which served for my absence without permission, I beg to state that I was suffering from Malaria together with body ailing. Due to continued attack of Malaria, ailing of my body increased which led my health is to abnormal condition and I have been in that condition for many days. I went to Civil Hospital, Kohima to check my health for several times, and I was told by Cr. who checks my condition, to take rest so long my illness is recovered. Owing to have been in such cretical condition I couldn't reply the order served for explanation call and also have been out of duty without permission for pretty long days. Medical treatment certificate have been submitted for regularisation of my absence.

May I, therefore earnestly request your competent authority kindly consider my case and to accept my reply as it was not because of my dissespect to my authority but on account of compelling situation of un-expected illness I could not attend in my duty. For which act of your kindness I shall remain ever oblige to you Sir,

Yours faithfully,

Sd/-

(S.R. Pradhan)

Order Enclosed :

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION
NORTH-EASTERN HILL UNIVERSITY
Nagaland Campus, Kohima.

Ref.No.NSA/GS-2/86-

Date 26-9-88

To

The Registrar,
North-Eastern Hill University,
Shillong, - 793 011.

Sub: Appeal for termination of Sri S.R. Pradhan,
Chowkidar.

Ref: Your. No. F.12/Estt.NL/82-5117 dt.17/9/88.

Sir,

In continuation of our letter No. NSA/GS-2/86 dated 27/7/88. I, on behalf of the Non-teaching Staff Association, NEHU, Kohima Unit, beg to refer to your letter mentioned above addressed to the General Secretary, NEHUNSA, Shillong and in connection with the above subject, I am to draw your kind attention in the light of following points of fact as under :-

1. The termination of Sri S.R. Pradhan's service on temporary service rules, without the consent of Executive Council, N.E.H.U., is in conflict with Sub-clause 28(d) of N.E.H.U.Act, 1973. We are not against any administrative action of the authority, but against the way of action charged on Sri S.R. Pradhan, Chowkidar, NEHU, Kohima, for the benefit/betterment of the University employees in general.
2. Regarding discussion of the Association leaders of NEHUNSA, Kohima with the Pro Vice-Chancellor NEHU, Kohima, in his office chamber, all the Association leaders appealed for re-consideration of Sri S.R. Pradhan's case. But, he expressed his inability to cancel the termination order and advised us to appeal the case from the higher authority. Therefore, we have written direct to the Vice-Chancellor, N.E.H.U., Shillong on 27-7-88.

.....2/

6:2:2(39)

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION
NORTH-EASTERN HILL UNIVERSITY
Naalaland Campus, Kohima.

Ref. No..... :: 2 :: Date.....

3. In the comments, given by the Assistant Registrar, NEHU, Kohima, vide letter No. NCK/PM/D-14/86-1089 dated 31-10-88 in the reply to the Registrar's letter No. F.5-12/Estt.NC/82-4316 dated 18-8-88, a Case Law : Section (38) under CSS 5 (1) (TS) 1965, a copy attached therewith is not justified the case of Sri S. R. Pradhan.

4. Shri S.R. Pradhan left Kohima for sudden death of his wife. However, for his leaving away from the station may be ignored on grounds of reason stated above.

In view of above facts, the Association members are already on the edge of taking action. Therefore, I earnestly request your competent authority to kindly re-examine the case for consideration in order to avoid situation for the betterment of the Institution in general at an early date. For which I shall ever be grateful to you sir.

Yours faithfully,

¶ T. Chakrabarty ¶
General Secretary

Copy to:-

1. P.S. to Vice-Chancellor, NEHU, Shillong, for information and necessary action.
2. The Pro Vice-Chancellor, NEHU, Kohima,
3. The General Secretary, NEHUNSA, NEHU, Shillong/Medziphema/Aizawl.
4. The Asstt. Registrar (Admn), NEHU, Shillong. This has a reference to his letter mentioned above.

¶ T. Chakrabarty ¶
General Secretary

6:2:2(4C)
OFFICE OF THE NON-TEACHING STAFF ASSOCIATION
NORTH EASTERN HILL UNIVERSITY
NAGALAND CAMPUS, KOHIMA.

...

Ref No. NSA/GS-2/86-

Date 18.11.88.

To,

The Registrar,
North-Eastern Hill University,
Lower Lachumiere, Shillong.

Subject: Corrigendum.

Sir,

The General Secretary, Non-teaching Staff Association, Kohima Unit's letter No. NSA/GS-2/86, dated 26.9.88 in Para 2 (two) may please be read as

"The administrative action taken on Sri S.R. Pradhan, Chowkidar NEHU, Kohima, has no justification. The action is directly spoiling the future career of the University employees in general".

Yours faithfully,

Sd/-
(T. Chakrabarty),
General Secretary.

..

Copy to:-

1. The P.S. to Vice-Chancellor, NEHU, Shillong.
2. The P.S. to Vice-Chancellor, NEHU, Kohima.
3. The General Secretary, NEHU/NSA, NEHU, Shillong.
4. The Assistant Registrar (Admn), NEHU, Shillong.

T. Chakrabarty,
General Secretary.

...

Perused the papers on record, as it appears Shri Pradhan served for over 14 years and continued to be as a temporary employee. The length of service is material to consider his status. Though on record he is a temporary employee but by length of service has earned the character nontemporary employee. This has been held so in numerous pronouncement of the Courts. Further it appears that his case was not dealt accordingly to Statutes 23 of the University. The Statutes lays down procedure for removal of such employees.

But in the case of Shri Pradhan, as is evident his past record is replete with misconduct. And it also appears that he has gone away to his native place, and if he does not come back the Union may not also be able to pursue his case. Therefore the circumstances may be taken into consideration before taking any decision in the matter. The University may be in a position to close the file if Shri Pradhan would not turn up to further his case of dismissal.

Sd/-
10.11.88
Legal Adviser.

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION : HEAD
QUARTER

OFFICE OF THE NON-TEACHING STAFF ASSOCIATION : HEAD QUARTER

NORTH-EASTERN HILL UNIVERSITY

Annexure - 'E'

SHILLONG

No.GS/NTSA/88-150.

IMPORTANT

Dated, Dec.3,1988.

To

The Vice Chancellor,
North-Eastern Hill University,
Shillong.

Subs: Termination of Service in respect of Shri S.R.Pradhan,
Chowkidar, Kohima Campus.

Sir,

We have the honour to refer to the above cited subject and to state briefly the background of the case which requires proper scrutiny and re-examination.

1. Shri S.R.Pradhan, Chowkidar, a senior most employee was terminated from the service under Rule(5) of CCS Temporary Service Rule which is applied in the case of temporary employees. However, in the instant case, Shri Pradhan who is the senior most employee in the cadre and due for confirmation from 1978 has not been confirmed till date due to administrative delay thus resulting in termination of his service under Rule(5) CCS Temporary Rules.

It is therefore evident that had the University confirmed Shri S.R.Pradhan earlier w.e.f. 1978 prior to his termination, the said penalty would have been regulated under different regulation.

2. Secondly, Shri S.R.Pradhan remained absent from his duty for 111 days. However, his period of absence was subsequently regularised since the reasons adduced convinced the Authority. Surprisingly, after one month of his resumption from leave, the service was terminated without any reasons.

It may be stated here that the University has not specified any reasons justifying the penalty of termination. Although under Rule(5) CCS Temporary Service Rule it may be silent but it does not mean that the termination should be made without any reasons. Otherwise the power to terminate would be arbitrary and capriciously exercised. The guarantee of equality in the matter of service is always available and such protection must be extended to all stages in service. This fact is well settled in the Article 311 of the Constitution of India which applies to temporary employees as well. In the instant case even the termination if for past misconduct is violative of Article 331(2) since no enquiry has been conducted and the procedure prescribed under Article 311 not followed. Therefore, the order of termination of Shri S.R.Pradhan is illegal and void.

Sir, it is earnestly requested that your goodself will kindly re-examine the entire case in conformity with the relevant rules and the above explanation and order for a fair hearing and justice.

6:2.2(43)

We are also enclosing herewith a copy of the Resolution passed by the Kohima, NEHUNSA Unit which under item No.1 has Resolved that the University should indicate the reasons justifying the termination of Shri S.R.Pradhan within 17th December, 1988.

Thanking you,

Yours faithfully,

Sd/-3.12.88

(Santosh Prasad)
General Secretary
NEHUNSA, NEHU: HQ.

Sd/-3.12.88

(H. O. Jana)
President,
Non-Teaching Staff Association
NEHU: Shillong Head Quarter

Copy to :-

1. The Registrar, NEHU, Shillong for his kind information.
2. The Pro-Vice Chancellor, NEHU, Kohima Campus, Nagaland for his kind information.
3. The Secretary, NEHUNSA NEHU Kohima Campus for his kind information. He is requested to await for further communication from the HQ Association.

.....

Minutes of the NEHU Non-Teaching Staff Association Meeting held on the 16th Nov '83 at NEHU Old Guest House at 1.30 PM. -----

MEMBERS PRESENT

1.	Mr. M. Ghosh, President, NEHUNSA, Kohima.	Chairman
2.	Mr. Santosh Prasad, Secretary, NEHUNSA, Shillong.	Member
3.	Mr. T.R. Joshi, Member, NEHUNSA, Shillong.	Member
4.	Mr. K Tariang, Treasurer, NEHUNSA, Shillong	"
5.	Mr. A. Dhan, Member, NEHUNSA, Shillong	"
6.	Mr. B.K.Das, Asstt. Secretary, NEHUNSA, Medziphema.	"
7.	Mr. N.G.Paul, Secretary, NEHUNSA, Medziphema.	"
8.	Mr. N.R.Chakraborty, Member, NEHUNSA, Kohima.	"
9.	Mr. Bendang.	" " "
10.	Mr. D.V.Nalun,	" " "
11.	Mrs. P. Wangri	" " "
12.	Miss. Inchai C.K.	" " "
13.	Mrs. Asosa	" " "
14.	Miss. Naisakhenuo	" " "
15.	Mr. Imsulemba	" " "
16.	Mr. O. Repha	" " "
17.	Mr. N.M. Patton	" " "
18.	Mr. I. Sashi Jamir.	" " "
19.	Mr. S. Thapa	" " "
20.	Mr. R.K. Borah.	" " "
21.	Mr. S.P. Sampath Kumar	" " "
22.	Mr. Katovi Shehe	" " "
23.	Mr. S.K.Srivastava	" " "
24.	Miss. Temjensengla	" " "
25.	Mrs. Lolenapokla	" " "
26.	Miss. T. Marla Jamia	" " "
27.	Mr. Menguzelie	" " "
28.	Mr. Neitseizo Nakhr	" " "
29.	Mr. Khruhali	" " "

- | | | | | |
|-----|---|---|---|---|
| 30. | Mr. V. Bur... | " | " | " |
| 31. | Mr. Zhalin... | " | " | " |
| 32. | Mr. Du...inhou | " | " | " |
| 33. | Mr. L. D... | " | " | " |
| 34. | Mr. H.A. ... | " | " | " |
| 35. | Mr. Lheok...lei | " | " | " |
| 36. | Mr. S. Timai | " | " | " |
| 37. | Mr. Neinh... | " | " | " |
| 38. | Mr. Sarbant Singh. | " | " | " |
| 39. | Mr. R. S. Baidya | " | " | " |
| 40. | Mr. Imnameren | " | " | " |
| 41. | Mr. S.K. Pal. | " | " | " |
| 42. | Mr. Kehonil Angami | " | " | " |
| 43. | Mr. B.C. Das Treasurer, | " | " | " |
| 44. | Mr. T. Chakraborty, General Secretary, NEHUNSA,
Kohima Member Secretary. | | | |

The Chairman welcomed the members to the NEHUNSA Meeting and withed that the meeting through useful decisions and deliberation will resolved various issues concerning the welfare of the Staff.

The Agenda items were then taken up and following decisions were arrived

ITEMS No.1 : TERMINATION CASE OF S.R. PRADHAN, CHOWKIDAR.

Shri Santosh Prasad, General Secretary, NEHUNSA, Shillong explained the case to the members. And the meeting discussed in details the entire background of termination of Shri S.R. Pradhan and unanimously resolved that the authority may be asked to show the reasons justifying the termination of Shri S.R. Pradhan. The meeting also resolved the relevant case should be settled within one month from the date of issue of this minutes as per the proper court and regulations framed by the Govt. of India.

The House also resolved that the corrigendum may be issued with regards to the Association's letter dated the 26th Sept '88.

Sd/-
(M. GHAP)

Sd -
(T. CHAKRABORTY)

6:2:3:(1)

(iii) RECOMMENDATION OF THE 3RD JOINT CONSULTATIVE COMMITTEE RELATING TO NON-TEACHING STAFF.

The 3rd meeting of the Non-teaching Staff Welfare Committee (Joint Consultative Committee) was held on 15.10.88 wherein, inter-alia, the following points were discussed in detail. The extract of the minutes in respect these points is attached as appendix 'A' to the agenda.

1. Decisions of Cadre Review Committee in respect of isolated posts Ex-cadre-calligraphists.
2. Stock Verifier/Store keeper.
3. Promotion/Recruitment policy of the non-teaching staff upto the scale of Rs. 650-1200/-

On the basis of the discussions and decisions of the Joint Consultative Committee meeting the NEHUNSA members have requested to put up these points before the Executive Council for their Consideration and approval. The note prepared by the NEHUNSA is attached as appendix 'B'.

Since the above points are of Policy nature the matter is submitted for consideration and approval of the E.C.

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EXTRACT OF THE MINUTES OF THE 3RD JOINT CONSULTATIVE
COMMITTEE MEETING HELD ON 15.10.88

Item No. 3: Promotion/Recruitment policy of the Non-Teaching Staff upto the scale of Rs. 650 - 1200 (PR)

The Committee was apprised that on Draft Hand Book of the UGC, NEHUNSA has forwarded its comments in respect of Seven Cadres/Services to the University for consideration. The proposed modifications/suggestions of the Association contain a methodical way of acquiring job knowledge & technical competence in the respective cadres through actual working which our entire machinery is in extreme need of. It was also noted that despite UGC's instructions for promotion and recruitment, the other Central Universities have adopted their own policy of promotion/recruitment to suit their administration, hence our University cannot be an exception and should, therefore, adhere to the suggestions proposed by the NEHUNSA in respect of the seven categories/services till finalisation of a common Promotion/Recruitment policy for all the Central Universities by the UGC.

The Committee Resolved that till finalisation of the DHB on Promotion/Recruitment Policy by our University/UGC, the Selection posts may be filled in by extending adhoc promotion.

Item No. 5: Decisions of Cadre Review Committee in respect of isolated posts Ex-cadre.

Calligraphists:

The Committee noted that many isolated ex-cadre posts have been brought into regular existing cadres w.e.f. 1.1.86. Unfortunately, the apathy of the Calligraphist in the matter of their promotion still remains unresolved. The common promotion policy which is under process by the UGC is also silent as it does not indicate any cadre structure for the Calligraphists. Despite repeated request, the Cadre Review Committee has not formulated any solution to look into their promotional aspects. It is, therefore, evident that the post of Calligraphist does not exist in other Central Universities but is very specific to our University, hence our University without making any reference to the Joint Cadre Committee, has to make an independent approach to extend the promotional facility.

It was unanimously Resolved, that the Calligraphists should be extended the benefit of higher scale at par with the persons in the Ministerial cadre having the same span of service. This benefit of higher scale will be personal to the incumbents and the designation, functions will remain unchanged.

It was also decided that in view of the uniqueness and peculiarity of the post, the matter will be placed before the next E.C. meeting for consideration.

Stock Verifier/Store Keeper:

The Committee noted that in view of the UGC's instructions, the post of Stock Verifier/Store Keeper(Admn) have been redesignated as LDC (Ministerial cadre) w.e.f. 1.1.86. This decision has adversely affected the persons in terms of their promotion and pay scales which they ought to have enjoyed earlier as ministerial staff but for the late decision of the UGC.

The Committee was also apprised that a proposal for a separate cadre structure of the Store Keeper attached to the Laboratory has been sent to the UGC and reply awaited.

The Committee after a threadbare discussions Resolved to extend the benefit of higher scale to the stock verifier/Store keeper(Admn) the benefit of Ministerial scale at par with the persons in the Ministerial cadre.

The effective date of the higher post shall be from the date of promotion of a junior person in the Ministerial Cadre, or w.e.f. 1.1.86 whichever is later. This benefit will be purely personal till such time Cadre Review Committee formulates guidelines in this regard.

.....

DRAFT AGENDA AS PREPARED BY NEPUNSA

1. Calligraphist :- With the issue of instructions from the UGC, many ex-cadre posts in our University have now been brought in the existing regular cadre, thus facilitating future scope of promotion.

Unfortunately, the post of Calligraphist cannot fit into any regular existing cadre of our University/UGC. This is due to the fact that in the past our University made an independent approach in creating the said post to suit the Administration with specific duties. Due to this unilateral decision and in absence of any cadre structure, the Calligraphists who have rendered 13 to 14 years of service have remained stagnated in the particular post without any promotional scope, whereas, on the other hand the persons in the Ministerial cadre having the same span of service/pay scales have been promoted to the level of Section Officers/Asstt Registrar. Against all odds, the Calligraphists have remained patient sufferers.

In order to bring parity of designations/payscales at par with the similar post in other Central Universities, the University on several occasions represented the case of Calligraphist to the Cadre Review Committee. Unfortunately no positive solution have been communicated and the apathy of the Calligraphists remains un resolved. This is due to the fact that the Cadre Review Committee concerns in such matters of rationalisation of pay scales, designations & promotional avenues which is common in other Central Universities.

The post of Calligraphists does not exist in the other Central Universities except in the NEHU. In all its mystique even the Draft Hand Book on promotion/

recruitment policy as framed by the UGC does not specify any cadre for the Calligraphists. This clearly underscores the fact that the post of Calligraphist is unique and very specific to our University and an isolated case.

In view of what has been stated, it is felt ~~necessary~~ that since the problems of the Calligraphists exists within our University hence it has to be resolved by making an independent approach by the Administration. It is not essential to refer the matter to the Cadre Review Committee as any decisions will not affect the policy of Cadre Review Committee vis - a - vis the UGC.

In order to obviate the long pending problems of the Calligraphists, the Joint Consultative Committee has strongly recommended to extend the equivalent higher scale of pay which a person in the Ministerial Service have enjoyed by rendering the same span of service/pay scale. By making such unified block, the Calligraphists in absence of Cadre Structure will receive higher scale without any change in its designation and duties. The scale will however remain personal to the incumbents. With the extension of this benefit, the Calligraphist will not sustain the loss of service benefits which they have suffered for the last 13 to 14 years.

The above recommendations of the Joint Consultative Committee, NEHU is place before the Executive Council for favour of consideration and approval.

AGENDA ITEMS FOR THE 64TH EXECUTIVE COUNCIL MEETING

2) PROBLEMS CONCERNING THE STORE KEEPER/STOCK VERIFIER:

Before 1.1.86, the post of Store keeper/stock verifier of NEHU belonged to different category. With the instructions of the UGC, the post of Store keeper(Admin) and Stock verifier

§:2:3(6)

have now been redesignated as L.D.C. of Ministerial cadre w.e.f. 1.1.86.

The L.D.C.s who joined together with the Store keeper/ Stock verifier have been promoted to the rank of U.D.C./Asstt. Unfortunately, the Store keeper/Stock verifier have remained stagnated till date.

Had the UGC taken the decision earlier to redesignate the Store keeper/Stock verifier as LDC then they would have been promoted as UDC or Sr.Assistant together with the junior LDCs. Since the decision has come very late and effective only from 1.1.86, it has adversely affected the Store keeper and Stock verifier in terms of promotion and payscale which they ought to have enjoyed earlier but for the late decision on the part of the UGC.

The Joint Consultative Committee of NEPU has therefore recommended to extend the store keeper and stock verifier the same position/payscale which a junior LDCs in the ministerial cadre has reached. The effective date of the higher post will be from 1.1.86 or from the date of promotion of junior LDC which ever is later. The said benefit will be purely personal till such time the Cadre Review Committee formulates guidelines.

The above recommendations of the Joint Consultative Committee, NEPU is placed before the E.C. for consideration.

AGENDA ITEM FOR THE 64TH EXECUTIVE COUNCIL MEETING

- 3) PROMOTION/RECRUITMENT POLICY IN RESPECT OF THE NON-TEACHING STAFF BASED ON THE MODEL DRAFT HANDBOOK OF THE UGC SUBMITTED BY THE NON-TEACHING STAFF ASSOCIATION.HQ.

With the exception of NEPU, all Central Universities are following their own Promotion/Recruitment policy which have been framed to suit their employees and Administration. Our University even after 15 years of its establishment has not framed its Promotion/Recruitment policy and thus has to depend on the incomplete piecemeal instructions of the UGC in the matter of Promotion and recruitment.

In absence of our own well defined promotion/recruitment policy, some sort of despondency constraints inhibits the staff in delivering their best in day to day work out-put because they have lost all hopes of promotion. For instance, there is no promotional scope in the Library, Laboratory & Engineering etc cadres. As a result of this growing dissatisfaction, the Administration suffers. This is a reality and must be confronted with reasonable solution. It is, therefore, perhaps high time that the University should adopt a clear cut promotion/recruitment policy for its employees.

The Non-teaching Staff Association, NEFU has submitted a policy on Promotion/Recruitment which is based on the model draft handbook of the UGC for the following cadres/services:

- 1) Ministerial Service.
- (2) Secretarial Service
- (3) Laboratory Service
- (4) Library Service
- (5) Engineering Service
- (6) U.S.I.C Service
- (7) Research/Statistical Service
- (8) Binding Service/ Publication.

The above policy contains a methodical way of acquiring job knowledge & technical competence in the various Administrative and Technical Cadres. Introduction of departmental examination on subjects related to work/job have been emphasised so that the promotions is based on Merit criteria. Such procedure will unquestionably ensure every employees to acquire job knowledge and promotions incentives.

In certain areas of technical specialisation, promotional scopes have been opened which is subject to acquiring of technical qualifications and expertise in their professional fields.

In brief, the Promotion/Recruitment policy submitted by the Non-Teaching Staff Association, NEFU based on the UGC Model has been prepared to see that the employees service career should be made not only pleasant but also productive.

The Joint Consultative Committee has recommended that till UGC finalises a common Promotion/Recruitment policy for the Central Universities, the policy on promotion/recruitment submitted by the Non-teaching Staff Association will be adopted.

The above recommendations of the Joint Consultative Committee, NEFU is placed before the E.C. for favour of consideration and approval.

.....

6:2:4(1)

(iv) Ad-hoc appointment: in respect of (i) Dr(Ms) Alemia as Le in Entomology & (ii) Mr Khriesecha Nakhro as Le in Rural Development Planning at SASRD, Medziphema for the period of 6(six) months with effect from 13.10.88 - 12.4.89

The Dean, SASRD, Medziphema has appointed (i) Dr Alemia as Lecturer in Entomology & (ii) Mr Khriesecha Nakhro as Lecturer in Rural Development Planning at SASRD, Medziphema on an adhoc basis for a period of 6(six) months with effect from 13.10.88.

The Dean has pointed out the necessity and urgency to fill-up the vacant posts. Though these posts were included in the last advertisement it will take time to fill these posts. He has therefore taken the initiative to speed up the matter by making the above mentioned appointments. Moreover, they were made in public interests.

The letter of the Dean, SASRD in this regard and also appointment orders are placed at Annexure 'A'.

He has requested that the terms of these adhoc appointments be approved for one year .

The matter is placed before the Council for ratification.

WK
14121988/

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6:2:4(2) Annexure : 'A'

North - Eastern Hill University
School of Agricultural Science
& Rural Development
Medziphema:797 106:Nagaland

No. SAMN/Estt/E-12/87-3194

8th Nov, 1988

The Registrar,
North-Eastern Hill University,
Shillong

Sub : Approval of the Executive Council to the adhoc
appointment of Dr (Ms) Alemla Ao, Lecturer in
Agri. Entomology & Mr Khriesecha Nakhro, Lecturer,
Rural Development Planning

Ref : Our letter No. SAMN/Estt/E-12/87-3023 dated 12.10.88

Sir,

In inviting a reference on the above subject, I am to say that the shortage of teachers in the faculty and urgency of filling up of vacant posts was discussed with the Vice-Chancellor who appreciated the difficulties and desired the matter be pursued for immediate action including recruitment of one person to Patkai Christian College to impart teaching in B.A Horticulture Non-traditional course.

One of the Naga Scheduled Tribe candidate Dr (Ms) M. Alemla Ao completed her Ph.D in the field of Entomology. She was working under the guidance of Dr M.V. Reddy, Lecturer and then Dr D.N. Upadhyay, Reader of this School. The candidate has a good academic record and happens to be the first lady acquired Ph.D degree from the institution.

Mr.K. Nakhro has obtained his M.A in Rural Development Planning from Gandhigram Rural University, Madurai, Tamil Nadu and has secured 1st Division. He is also a keen young Angami scholar.

Considering the long time involvement in the process of advertisement and recruitment and physical positioning of the teachers in the faculty, the above appointments have been made in public interest and also to provide incentive to the local Nags scholars.

It is urged that NEHU headquarter may kindly obtain the approval of the action taken in the ensuing Executive Council meeting during November, 1988. The approval is sought for one year.

Bio-data of the above two incumbents and appointment letters are enclosed herewith for your kind ready reference.

Yours faithfully,

Sd/-
(DR. M.C. JOSHI)
(Dean)

6:2:4(3)

NORTH EASTERN HILL UNIVERSITY
SCHOOL OF AGRICULTURAL SCIENCES & RURAL DEVELOPMENT
MEDZIPHEMA : : NAGALAND

No. SAMN/Estt/E-12/87-3023

Dated 12th Oct, 1988

APPOINTMENT ORDER

In exercise of the NEHU order No. FA.21-1/MN/80-Part/7108 dated 27.1.82 Clause 3, the Dean, NEHU, SASRD, Medziphema is pleased to appoint the undermentioned candidates as Lecturer in the discipline mentioned against each on purely temporary and adhoc basis for a period of six months with effect from their date of joining. This appoint has been made in the public interest and it is terminable without assigning reasons. The post carries the pay scale of Rs.2200-75-2800-100-4000/- p.m with usual allowances as admissible to the teachers of NEHU posted at Medziphema, Nagaland from time to time.

The initial basic pay of the incumbents is fixed at Rs.2200/- p.m.

1. Dr (Ms) Alemla Ao - Entomology
2. Shri Khriesecha Nakhro - Rural Development Planning

Sd/- DR M.C. JOSHI
Dean

Copy to :-

1. The Secretary to V.C., NEHU, Shillong. This has a reference to kind conversation of V.C during his visit to Kohima regarding filling up of vacancies in the interest of work.
2. The Pro Vice-Chancellor, NEHU, Nagaland Campus, Kohima for his kind information
3. The Registrar, NEHU, Shillong. The above appointments have been made against the vacant post lying vacant in the respective depts of this School.
4. The Heads/incharges of the Departments concerned for information and necessary action.
5. Dr (Ms) Alemla Ao for information and necessary action
6. Shri K. Nakhro for information and necessary action
7. The incharge, Academic Cell, SASRD for information
8. The F&A Section, SASRD, Medziphema for information and necessary action

Sd/- R.K. SARMA
Asstt. Registrar

BIO - DATA

1. Full name : Miss M. ALEMINLA AO
2. Fathers name : Mr T. Molung Ao
3. Present address : Miss M. Aleminla Ao
Agricultural Soil Chemistry Lab;
Medziphema, NAGALAND
4. Permanent address : C/o Tuli Book Corner
P.O. Tuli, Mon Dist. Pin: 78618
5. Date of birth : 18.9.58
6. Educational qualifications

Exam passed	Division	%	Year of Passing	Board/University
H.S.L.C	I	62.1	1974	ABOSE
PU(Sci)	II	49.3	1976	NEHU
B.Sc	Simple pass	47.6	1979	NEHU
M.Sc	II	55.0	1981	Agra University
Ph.D	Thesis submitted to NEHU			

7. Ph.D Programme : Thesis submitted on 23rd June, 1988 entitled "Ecological investigations the soil arthropod communities with particular reference to insects of jhum agro-ecosystems of Nagaland Eastern India".
8. Field of specialisation : Entomology and Environmental Biology
9. Research Experience : Conducted research on seasonal abundance of soil inhabiting entomofauna of Rice, Maize and sugarcane in relation to various climatic factor of Nagaland under Dr M.V. Reddy and Dr D.N. Upadhyay under NEHU, SASRD, Medziphema for a period of 5 years from 1982-87
10. Symposium/Seminar attended : Attended symposium on "Insect ecology and resource management" at Sanatan Dharm College, Muzaffernagar during October 2-4, 1982
11. No. of Scientific Research Publications:

Published papers

 1. M.V. Reddy, M.Alemla Ao and S.P. Tiwary, 1984. On the ant damage to plastic specimen tubes and insect boxes. Material and Organism, (Verlag Duncker & Humblot, 1000 Berlin 41) 19(2), 157-160, 1984
 2. M.V. Reddy, S.P. Tiwary and M. Alemla Ao, 1985. Occurance of Pericyma cruegeri as a defoliator of Delonix regia. Entomon, 1985, Vol 110, No. 3. pp. 247

Published Abstracts.

 1. M.V. Reddy and M. Alemla Ao. 1984. Seasonal relative abundance of Formicidae on the floor of mixed deciduous forest ecosystem, Abstract Volume. Third Oriental Entomology Symposium, N.R. Prabhuo (convener) Trivandrum 1984 pp 124.
 2. M.V. Reddy, S.P. Tewari and M. Aleminla Ao. Population abundance of Soil surface-active myriapods in three different agroecosystem and an adjacent forest of North Eastern India. Abstract volume, Sixth Congress of Myriapodology CAW Jeekel (Ed). Amsterdam, 1984 pp. 73

To

6:2:4(5)

The Dean,
School of Agri. Sciences and Rural Development,
North Eastern Hill University,
Medziphema, Nagaland

Sub : Prayer for the post of Lecturer

Sir,

It has been learnt that some post of Lecturer is likely to fall vacant in the School of Agri. Sciences & Rural Development Medziphema, I beg to offer myself as a candidate for the said post.

Necessary personal particulars are as follows:

Name	-- Shri Khriesecha Nakhro		
Father's name	-- L/Lhymese Nakhro		
Age	-- 25 years		
Ed. qualification--			
Matriculation	II Div	1980	M.B.S.E
B.Sc	II Div	1985	NEHU
MA(RD)	1 Class	1988	GRU

Home Address - C/o Taiyiezo Nakhro
G.H.S. Jotsoma
P.O. Science College
Kohima Nagaland

Community - (ST) Angami Naga

Religion - Christianity

Married/Single- Single

I beg to add that I have completed the Post-Graduate course in Rural Development in I Class with great effort and enthusiasm. Truly I have a keen interest in this particular subject of Rural Development.

Should I be accorded your kind appointment I beg to assure you that I'll do my best to deserve the privilege I pray for by a faithful and efficient discharge of my duties.

Necessary documents and certificates are enclosed herewith for favour of your kind consideration.

Yours faithfully,

Dated Jotsoma
17.8.88

Sd/-
(KHRIESECHA NAKHRO)

6:2:5(1)

(v) Representation submitted by Prof. S.N.Guhathakurta, to regularise his posting at Shillong.

Prof.Guhathakurta has vide his representation dated 2.12.88 request^{ed} for his posting as Professor of Economics at Shillong against the available vacant post at Shillong on a permanent basis.

The matter was discussed in the 59th & 60th E.C meeting and apparent from the minutes that the posting may remain as temporary. Prof.Guhathakurta has now again requested that the word 'temporary' be dropped and regularise his posting at Shillong against a permanent vacant post.

The matter is placed before the Council for consideration.

6:3:8(1)

(viii) Study leave of Dr. M.P. Mahajan, Reader, Chemistry Department NEHU., Shillong.

Dr. M.P. Mahajan, reader, Chemistry Department NEHU., Shillong had been granted study leave for a period of one year of one year w.e.f. 26.2.88 as recommended by the School Board and approved by the Executive Council vide Resolution EX:59:87:6:03 (iii) for the Commonwealth Academic Exchange Programme.

The School Board by its Minutes of 19.11.88 recommended further extension of study leave for a period of one year w.e.f. 26.2.89 till 25.2.1990. Further, the School Board recommended to treat the 1st year of study leave (from 26.2.88 to 25.2.89) as on duty and that the five months period after 25.2.1990 - 25.7.1990 may be considered at a later stage.

The matter is placed before the council for decision.

... ..

- (viii) An extract of the minutes of the Board of the School of Physical Sciences, NEHU held on 19th November 1988 in the Bijni Complex, NEHU.

Study leave of Dr. M.P. Mahajan, Reader in Chemistry Department from 26th February 1989 till 26th July 1990 and treatment of earlier leave as on duty.

The Board approves the extension and grant of study leave to Dr. Mahajan for one year from 26th February 1989 till 25th February 1990 as a first step. Extension of his leave for five months beyond 25th February (until 25th July 1990) may be considered at a later stage. The Board also recommends that the University may consider favourably to treat his earlier leave from 26th February 1988 till 25th February 1989 as on duty under the Commonwealth Academic Staff Exchange programme as per rules and, if necessary, clarification may be sought from UGC.

The Board further suggest that :

- (a) The post of Lecturer in Organic Chemistry (Dr. H.S.P. Rao's post) should be advertised as supernumerary post in Organic Chemistry and the appointment process should be completed by 30th June 1989.

OR

- (b) In case the appointment is not made by June 30, 1989 then either Dr. H.S.P. Rao should be recalled to join his duty by reducing his leave to one year or else he should be asked to resign from his post. The Board has taken this decision in view of the teaching requirement of the Organic Chemistry Section. In order to pursue this matter, the Board has constituted the following committee:

- (i) Prof. A.L. Verma, Dean, School of Physical Sciences, Chairman.
(ii) All professor of the Chemistry Department including Dr. B. Myrboh.

S/-
(Prof. A.L. Verma)
Chairman
of the Board of School of
Physical Sciences.

6:3:9(1)

- (ix) Study leave of Shri B.Gopichand, Lecturer in Agronomy, SASRD.

Shri B.Gopichand, Lecturer in Agronomy, SASRD, Medziphema, has applied for study leave for a period of 2 years with effect from February, 1989 with all admissible and proposed salary allowances and other benefits to study at A.P.A.U., Hyderabad.

His application has been recommended by the School Board of SASRD in its first meeting held on 18th - 19th August, 1988.

The matter is placed before the Executive Council for its decision.

Shri B.Gopichand (Copy)
please inform
Council meeting.

with

6:3:10(1)

- (x) Study leave of Shri. B.K. Gupta, Lecturer in Statistics, SASRD.

Shri. B.K. Gupta, Lecturer in Statistics, SASRD, Medziphema has applied for study leave for a period of 2 years w.e.f. 15.2.89 for admission to Ph.D at I.I.T., Kanpur.

His application has been recommended by the School Board of SASRD in its first meeting held on 18th - 19th August, 1988.

The matter is placed before the Executive Council for its consideration.

1988
M. S. G.

6:3:11(1)

- (xi) Study leave of Shri D. Bhattacharjee, Lecturer in Mathematics, SASRD.

Shri D. Bhattacharjee, Lecturer in Mathematics, SASRD, Muziphema was granted study leave for a period of 3 years w.e.f. 5th July, 1985 for the award of Polish Government Scholarship 1983-84. He now applied for an extension of another 6 months w.e.f. 5th July, 1988.

The matter is placed before the Executive Council for its consideration.

(S. I. Singh)
Secretary (Acad.)

Copy to :-

The Director (Conf.), NEHU, to be placed before the next Executive Council meeting.

6:3:12(1)

(xii)

Study leave of Shri P.K. Patra,
Lecturer in Physics, SASRD.

Shri P.K. Patra, Lecturer in Physics, SASRD, Medziphema has applied for study leave for a period of one year w.e.f. 1st March, 1989.

His application has been recommended by the School Board of SASRD in its first meeting held on 18th and 19th August, 1988. Copy of his letter dated 6.6.88 enclosed.

The matter is placed before the Council for its consideration.

6:3:12(2)

From

P.K.Patra
Dept. of physics
NEHU, SASRD, MEdziphema
-797106.

To

Dated 6.6.88.

The Vice-Chancellor,
North Eastern Hill University,
Lower Lachumiere,
Shillong -793001.
(Through proper channel)

Sir,

I have been working as a Research Associate at this campus since 19th October, 1985 and I am also carrying research work on particle physics under the Supervisor of Dr.M.K. Parida, Reader in physics, NEHU, Bijnai Complex, Shillong, My synopsis for ph.D. entitled "Investigation Beyond the standard model" is already approved by relevant boards & I have been registered provisionally for this bearing Regn. No.384 of 14.9.87. As a Research Associate, I should complete my Ph.D. within a specific period of time; it is therefore necessary that I should work in close contact with Dr. Parida there at Shillong. In view of the service rendered by me during the past years, I would request you to grant me study leave for one year in the first instance from 1st of March, 1988 and I would like to make a request for the extension of the period of leave only if the situation so demands.

I shall be thankful if my request is granted at an early date.

With regards

yours faithfully

sd/

(P.K. Patra)

.....

6:3:(13)

(xiii) Study Leave of Dr. M.Y. Khan,
Department of Bio-Chemistry.

Dr. M.Y. Khan, Bio-Chemistry Department had been granted study for 7(Seven) months with effect from 1.9.87 - 31.3.88 at the first instance with recommendation from the School Board and approved by the Executive Council for Fulbright Fellowship - U.S.A.

Dr. Khan then applied for Extension from 1.4.88 to 31.8.88. The same was placed in the Executive Council and the Council vide Resolution EC:19:88:603(i) resolved to grant E.O.L. for five months with effect from 1.4.88, combined with study leave sanctioned earlier.

The School Board has now recommended that the period of leave from 1.4.88 to 31.8.88(E.O.L.) be converted to study leave, to complete the tenure of one year of Fulbright Fellowship in U.S.A.

The matter is placed before the Council for decision.

6:3:14(1)

(xiv)

Study Leave of Shri Rakesh Mohan,
Lecturer in Agronomy, SASRD, Medziphema.

Shri Rakesh Mohan, Lecturer in Agronomy, SASRD, Medziphema has applied for study leave for a period of 3 years since he has been selected for the award of a Bulgarian Government scholarships-1987-88.

The application of the above teacher has been considered by the School Board of SASRD, in its first meeting held on 18th and 19th August, 1988. Copy of the Ministry letter dt. 7.3.88 attached.

The matter is placed before the Council for its consideration.

..

6:3:14(2)

REGISTERED

No. Fo-1/87 ESI
Government of India
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
DEPTT. of EDUCESION

New Delhi, dated 7.3.1988

To

Shri Rakesh Mohan
North Eastern Hill University
School of Agriculture
P.O. Medziphema - 797106

Subject : Bulgarian Government Scholarship 1987-88

Sir,

With reference to your application on the subject cited above, I am directed to inform you that you have been selected for the award of a Bulgarian Govt. Scholarship 1987-88 for pursuing Post-graduate studies in Agriculture Science in Bulgaria. Your stay and studies will be arranged by the Academy of Agricultural Sciences. You are required to join your study in latest by 1st October 1988

2. The duration of the award will be 3 years This will also include the short term training in language, if any. which may be given to you by the Government of the donor country before commencement of your course. The course will therefore, have to be chalked out in such a manner that it is completed within the normal duration of the award.

3. The award carries the following facilities from the Government of the donor country:

- a) Adequate Maintenance allowance of per month;
- b) Cost of tuition and other compulsory fees;
- c) Cost of books as admissible under their rules;
- d) Cost of travel within the country if the same is considered essential for study being pursued;
- e) Medical care; and
- f) Any toehr facility which the Government of the donor country may like to provide.

Contd/-

5. The cost of passage will not be borne by the Govt. of India or, the donor country. This will have to be borne by you or by your sponsor or employer. The Government of India may also consider a request in this regard provided funds are available and the yearly income of the candidate from all sources in Rs.12,000/- or less. The relevant period for determining the yearly income would be the financial year preceeding the year of joining the study. It may be clarified that the applicant's income will be taken into account only if he/she has been in full time employment for at least two years before the last date prescribed for receipt of the completed applications in this Ministry under the scheme. If the applicants wife/husband is employed, her/his income will also be taken into account in this case. In all other cases, the parent's income together with the applicant's and his/her wife/husband's income will be taken into account for the purpose. The applicant or his/her parent/guardian (as the case may be), will have indicated above, in the prescribed form (Specimen at Appendix-II) duly signed before a First Class Magistrate. In the case of salaried persons, a separate certificate having detailed break-up of the income and duly signed by a competent authority will also have to be attached with the Income Affidavit. The term 'Income' for the purpose means (a) In case of salaried persons, basic pay special pay, deputation allowance, honoraria for undertaking other work and bonus plus income if any, from other work and bonus plus income if any, from other sources. This would not include allowances like dearness allowance etc; (b) In case of income from sources liable to income tax, income computed after deduction of rebatable items) for purpose of assessment of income tax; and (c) In case of income not liable to income tax such as income from agriculture etc. the net income that is arrived at after deducting expenses incurred for earning that income. The candidate should also send a certificate from the employer that they are not in a position to bear the international air-fare.

6. The award is subject to the following conditions:-

a) Your executing a Bond (Bond A for unemployed and Bond B for employed persons) in triplicate (in the enclosed proforma-Annexure -I) with the president of India. (The solvency certificate attached with the Bond is required to be signed by a Collector/Deputy Commissioner/District Commissioner/Deputy Collector/Tehsilda of the region where the Surety resides. In case it is signed by any other competent authority, a certificate to the effect that the authority who has signed the certificate has got revenue powers in addition to those, attached to his/er post will also have to be attached with the document).

Contd/.....

- b) Your being medically examined by a Civil Surgeon/Staff Surgeon/
District Medical Officer/Presidence Surgeon Commissioned Medical Officer
in the Army Medical Groups/Honary Medical Surgeon employed in any Medical
Insitution of Tamil Nadu Government and found fir as per etrms of the
attached presorma (Annexure+II). The Midecã Certificate issued earlier
than three months from the date of your departure will not be accepted.
- c) Your agreeing not to keep your famipy with you while availing
the award as per the undertaking at Annexure -III.
- d) Your agreeing not to remit or use any allowance or part thereof
received by you under the award for any purpose other than of your
study as per the undertaking at Annexure-IV.
- e) Your agreeing to that the proposal of extension,if ~~any~~,recomm-
ended by your Research Supervisor and accompanied by 'NO OBJECTION
CERTIFICATE(S)' from your employer and surities will be submitted by
you to the concerned Indian Mission in the proforma at Annexure -V at
least three months before the expiry of the normal tenture of your award.
- f) Your agreeing to submit reports about your performance there
through the concerned Indian Mission at regular intervãbs of not more
than three months as per the preforma at Annexure -VI.
7. Please let this Ministry know within a week from the date of this
letter whther you accept the offer on the terms and conditions mentioned
above. If you accept it, please submit all the documents/undertakings
mentioned in the preceeding para, duly completed in all respects to this
Ministry through your employer within 15 days from this date. Please note
that you are to leave the country for your study only after you have
received a letter clearance from this Ministry.
8. You are advised to complete all arrangements for your passport
Visa, Foreign Exchange etc. inmmediately. In regard to Passport,you may
apply to the concerned Regional Passport Officer direct giving a reference
**of this letter instead of applying for the same through the District
authorities.** A copy of this letter is also being endorsed to the
Regional Passport Officer of your region. Please note that the Visa clearance
will be accorded only after the documents mentioned in para above
have been accepted in this Ministry.

Contd/....

9. You are also advised to take with you some money which you may require for incidental expenses. For this, you may contact the nearest branch of the Reserve Bank of India to whom a copy of this letter is being sent through the Ministry of Finance (Department of Economic Affairs) New Delhi. The quantum of foreign exchange that may be allowed to you by the Reserve Bank of India will be in accordance with the orders issued in this regard by the Government of India.
10. The proforma at Annexure - VII may please be filled in and submitted to this Ministry before you leave for abroad.
11. Please report to the concerned Indian Mission as soon as you reach the donor country. Also please make them available your Joining Report (Form at Annexure - VIII) indicating the (a) date of arrived in that country (b) expected duration of your study/ training (c) Institution where you have been placed (d) a brief note about the study/research/ training that you are supposed to undertake and (e) your complete mailing address, within a week from the date you reach there.
12. Please note that winter clothing, shoes, etc. are very expensive in the country where you are to pursue your study. You are, therefore, advised to take adequate footwear, warm clothing etc. with you while going there.
13. People in foreign countries often wish to know something about the Culture, History and Philosophy of India and about Indian Administration, Education and Economic development. You should try to project the image of India as best as you can. You may, therefore, equip yourself adequately with adequate and correct information on various topics relating to India. You should also learn something about the climatic conditions, food manners, customs cultural and educational interest interest of that country.

Contd/.../-

6:3:14(6)

14. Please report your arrival to this Ministry within 15 days from the date of your coming back to India after completion of studies, as required in terms of the bond, otherwise it will be assumed that you have done it wilfully for which the Government of India will be at liberty to take legal action against you for violation of the bond. Before leaving that country, also please intimate to the concerned Indian Mission the date on which you intend/ are to leave that country for India.

15. Please note that you must complete all the required formalities as mentioned in this letter well in time to enable this Ministry to give clearance so that you may be able to leave India for that country on the scheduled date and time.

Yours faithfully,

Sd/- A.P. Sinha

Under Secretary to the Govt. of India.

6:6:1 (1)

6:6 - Service Conditions/Financial & Other
Benefits -

- (i) Revision of the scales of pay
of Group - A Officers -

The Council vide Resolution No. EC:63:88:6:06(i) RESOLVED to approve the pay scales in respect of the Pro-Vice-Chancellor and Group-A Officers of the University at par with the teachers on obtaining an under-taking from the Officers that an amount that may be over-drawn, in case there is a change in the scales of pay, will be liable to be refunded by them to the University.

The University has now received the communication conveying the decision of the Government of India for revision of the scales of pay of Registrars, Deputy Registrars, Assistant Registrars and equivalent posts at par with the scales of pay of the teachers. The D.O. letter No. F.1-22/88(NF-I) dated the 17th November, 1988 forwarding the letter of the Government of India on the matter may be seen at Annexure 'A'.

Communication in respect of the pay scales of Pro-Vice-Chancellors is still awaited.

The matter is reported for information of the Council.

.....

6:6:1: (2)

Annexure - (A)

Prof .S.K. Khanna
Ph.D. (engg.), FIE, FNASc., FNAE
SECRETARY

University Grants Commission
Bahadurshah Zafar Marg
New Delhi - 110 002
November 7, 1988

D.O. No. F. 1-22/88 (NP-1)

The Vice-Chancellor
North-Eastern Hill University,
Shillong - 793001.

Sub: Registrars, Deputy Registrars, Assistant Registrars
and equivalent posts - Revision of pay scales.

Sir,

I enclose a copy of letter No. F.10-52/87- Desk (U)
dated 2nd November, 1988 from the Ministry of Human Resource
Development, Department of Education regarding revision of pay
scales of Registrars, Deputy Registrars, Assistant Registrars
etc. for further necessary action by the University.

Yours faithfully,

Sd/- S.K. Khanna
Secretary.

6:6:1(3)

Annexure to Memo No. 710

No. F.10-52/87-Devt (U)

Government of India
Ministry of Human Resource Development
Department of Education
Devt (U)

Dated New Delhi the 2nd Nov., 1988

To

The Secretary,
University Grants Commission,
Behadurshah Zafar Marg,
New Delhi-110002

SUBJECT: Registrars, Deputy Registrars, Assistant Registrars and equivalent posts - Revision of pay scales.

Sir,

I am directed to refer to your letter No. F.142/87 (Secy) dated 8th January, 1988, regarding revision of scales of pay of the Registrars, Deputy Registrars, Assistant Registrars, etc. in the Central Universities, and to say that the Government of India have considered the recommendations carefully. It has now been decided that the pay scales of Registrars, and other Administrative Officers in the Central Universities may be revised as follows:

Pay Scales

Designation	Existing scale of pay	Revised scale of pay
Registrar/ Controller of Examinations/ Finance Officer	1400-2500	4500-150-5700-200-7300
Dy. Registrar and their equivalents	1200-1900	3700-125-4950-150-5700
Asst. Registrar and their equivalent	700-1600	2200-75-2800-100-4000

Copy - 2/-

2] The above revision of pay scales is subject to the following terms and conditions:-

- (i) The Assistant Registrars and their equivalents will have a senior scale of Rs. 3000-100-3500-125-3000, placement in which will be after 8 years of service provided they have participated in two training programmes on Education Administration, University Management, Accounts and Finance etc. each, of approximately four weeks' duration and their performance appraisal reports are consistently satisfactory. The senior scale will be restricted to 50% of the total strength of Assistant Registrars and their equivalent grades.
- (ii) There will be no Selection Grade for Assistant Registrars and their equivalent grades.
- (iii) The minimum qualifications for recruitment of Assistant Registrars and their equivalent will be a Master's degree with 55% marks. All direct recruitment should be made through all-India advertisement and Selection, on the basis of a written test and interview. 50% of the posts at this level may be filled through promotion from the lower grades. The minimum Educational qualifications mentioned above will not apply in the case of promotion.
- (iv) Assistant Registrars and their equivalents will be eligible for promotion to the post of Deputy Registrars and their equivalents to the extent of 25% of the vacancies at that level on completion of 8 years in the senior scale. 75% of the posts of Deputy Registrars and their equivalents shall be filled by direct recruitment through all-India advertisement and Selection.
- (v) The appointment of Registrars, Controller of Examinations and Finance Officers should be on the basis of direct recruitment for a tenure of three years, which can be renewed for similar term.

94

- 3 -

(vi) In the case of Finance Officers, the existing practice of appointment by drawing officers belonging to the Audit and Accounts or other similar Services on deputation will continue and their pay will be fixed according to rules within the approved scale mentioned in para 1.

(vii) The qualifications, experience, etc. to be prescribed for open recruitment to the posts of Registrars etc. should be as indicated in Annexure.

3. Date of Effect

The revised scales of pay will be effective from January 1, 1986.

4. Fixation of pay

The pay in the revised scale on 1.1.1986 will be fixed in accordance with the formula recommended by the Fourth Pay Commission while revising pay scales of the Central Government employees. The details of the pay fixation formula are given in Appendix I, to this Department's letter No.F.1-21/27-1.1 dated 22nd July, 1985 in respect of Universities and Colleges teachers.

5. The above decisions will also apply to the corresponding posts in the institutions deemed to be Universities which are fully funded by the University Grants Commission.

6. A further communication will follow in respect of the pay scale of Pro-Vice Chancellors in Central Universities.

Yours faithfully,


(C.N. PILLAY)

Deputy Secretary to Government of India

Copy to All the Vice-Chancellors
of the Central Universities.

QUALIFICATIONS FOR RECRUITMENT TO THE POSTS OF REGISTRARS, ETC.REGISTRAR AND EQUIVALENT POSTS:

1. A postgraduate degree with at least 55% marks or its equivalent grade.
2. At least 15 years of experience as lecturer/Reader of which 8 years should be in holder's grade with experience in Educational Administration.

OR

Comparable experience in research establishments and other institutions of higher education

OR

15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post.

DEPUTY REGISTRAR AND EQUIVALENT POSTS:

1. A postgraduate degree with at least 55% marks or its equivalent grade.
2. 8 years experience as a Lecturer in a college or a university with experience in educational administration

OR

Comparable experience in research establishments and other institutions of higher education

OR

8 years administrative experience as Assistant Registrar or in a post carrying a scale of pay of Rs. 2200-4000.

ASSISTANT REGISTRAR AND EQUIVALENT POSTS:

1. A postgraduate degree with at least 55% marks or its equivalent grade.

NOTE: In the case of promotion to the post of Assistant Registrar and Deputy Registrar, the Educational Qualifications prescribed for direct recruitment need not be insisted upon, but only those who are at least graduates should be eligible for promotion.

6:6:2: (1)

- (ii) Report of the Committee appointed by the UGC to examine the rules about fees charged, facilities provided in the hostels of the Central Universities.

The Report stated above submitted by the Committee of Vice-Chancellors of Central Universities, has been accepted and circulated by the UGC for implementation. The Report is enclosed at Annexure 'A'.

Regarding payment of honorarium to Wardens of Hostels, the Report provides that a Warden may be paid an allowance of Rs.300/-p.m. or be provided rent free accommodation.

However, till date, all Wardens in this University are being paid a monthly honorarium of Rs.200/-p.m. fixed by the Executive Council, irrespective of being provided rent free accommodation or otherwise.

The matter is placed before the Council for consideration.

6:6:2: (2)

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI- 110 002.

Annexure- 'A'

F.1.100/83(NP-I)

Dated 27th September, 1988.

The Registrar,
Aligarh Muslim University,
Aligarh - 202001.

The Registrar,
University of Hyderabad,
Hyderabad - 500001.

The Registrar,
Banaras Hindu University,
Varanasi - 221005.

The Registrar,
Indira Gandhi National Open
University
Y.M.C.A. Cultural Centre,
New Delhi - 110 001.

The Registrar,
Jawaharlal Nehru University,
New Mehrauli Road,
New Delhi - 110067.

The Registrar,
University of Delhi,
Delhi - 110007.

The Registrar,
North Eastern Hill University,
Shillong - 793001.

The Registrar,
Pondicherry University,
128, Rangapillai St.,
Pondicherry.

The Registrar,
Visva Bharati,
Santiniketan - 731235.

Subject : Report of the Committee appointed by the Commission to examine the rules about fees charged facilities provided in the Hostels of the Central University.

Sir,

I am directed to say that the matter relating to streamlining rules about fees charged, facilities provided in the Hostels of the Central Universities was considered in the meeting of the Committee of Vice-Chancellors of Central Universities held on 2.6.88 and the recommendations made by the committee were generally accepted and it was decided that these recommendations may be circulated to all the Central Universities for implementation. Accordingly I am also directed to enclose herewith a copy of the recommendations made by the committee for implementation.

Receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-
(M.M.CHAWLA)
UNDER SECRETARY.

Report of the Committee constituted by the Commission to streamline the rules about fees charged, facilities provided in the Hostels of the Central Universities.

The Committee of the Vice-Chancellors of the Central Universities at its meeting held on 20th June, 1984 decided aspects of Hstels and give its recommendations to the Commission. The Commission constituted a Committee consisting of following members :

1. Prof. C.N. Chakravarty,
Dean of Students,
Jawaharlal Nehru University,
New Delhi .
2. Prof. R.J. Galagali,
Dean of Students,
Banaras Hindu University,
Varanasi.
3. Prof. G.P.Srivastava,
Dean of Students,
Delhi University,
Delhi.
4. Prof. S.M.Osman,
Dean of Students,
Aligarh Muslim University,
Aligarh.

The Committee had three meetings on 22nd July, 1985, 6th September and 11th October , 1985.

1. Fees.

The detailed information about Fees charged, facilities provided etc. was obtained from all Central Universities.

The Committee scrutinised the data about fees charged and facilities provided in the hostels of various Central Universities. It was observed that there is a considerable variation in fees charged. It was agreed that the Committee may recommend a uniform fees structure and also give recommendations about the facilities which should be available in the hostels. The Committee generally agreed that the fees and the caution money charged from the students may be as follows:..

Category of Students	Hostel fees (inclusive of all charges.	Caution money (for Rooms and mess)
Undergraduate	Rs. 400-500 p.a.	Rs. 300-400
Postgraduate Research (M.Phil/ Ph.D.).	Rs. 600-700 p.a. (Single seated room)	Rs. 300-400
Teacher fellows, Scholarship Holders and married students	5% of basic pay subject to minimum of Rs. 75 p.m. (excluding water and electricity charges).	

The Universities may charge fees as indicated above keeping in view the facilities available.

The Committee also noted that in some universities the fees charged depend on whether it is a single seated, double seated or triple seated room. This is not according to the level of course. It was recommended that within the range as indicated each university will have some variations. Universities may indicate separate fees for electricity, water common room, sports etc. within this total amount indicated above.

2. Admission.

The Commission had a general discussion about the facilities which to be provided in the hostels and proportion of students who should be provided the hostel facilities. The main problem in the Central Universities is due to substantial increase in the students enrolment without a corresponding increase in the hostel facilities. The Central Universities which are All India Institutes are not able to provide hostel facilities to out side students not joining the courses. The Committee felt that University should not increase the enrolment or start new courses unless corresponding facilities like hostels etc. have been increased to that extent. It was also felt desirable that least 5% of the total plan allocation should be earmarked for construction of new hostels till 60% of the total enrolment could be provided with the hostel facilities.

In case of courses in Engineering, Medical and other professional faculties of the Central Universities admission is being given on the basis of All India tests and it is necessary that 100% hostel accomodation be provided to all out station students admitted to these courses. It was also pointed out that the number of girl students being admitted on the basis of All India Selection is increasing and immediate requirements of all the universities is to have more hostels for girl students belonging to Scheduled Caste/Scheduled Tribe communities.

In case of students in Humanities and Social Sciences, since such facilities are available in all the Universities only, students from near by places or local students are seeking admission and it may not be necessary to give priority to provide hostel accomodation to such students. The university should also have restrictions on total number of years of stay in the hostels. The stay of a student should not exceed the minimum period required for completion of a course. Some universities have already laid down rules debarring admission to hostels to students repeating some course in other subject.

3. Facilities.

It was observed that facilities for indoor games, common room, medical treatment, entertainment etc. are provided in most of the hostels. In most hostels fans are provided in rooms. It was recommended that wherever climatic conditions make it necessary to provide fans, these should be provided. In view of shortage of hostels facilities, in most universities single seated rooms are converted into double seated rooms, and double seated rooms into triple seated rooms and so on resulting in shortage of furniture and inadequate sanitary facilities. University should ensure provision of proper facilities before increasing the hostel capacity. It was recommended that a complete medical check up of each student should be undertaken when a student is admitted to hostel for the first time. Adequate medical facilities should be available for ordinary ailments. For serious illness it may be desirable to take the help of outside hospital facilities. It was agreed that facilities like Radio, T.V., may be provided in common rooms.

The question of electricity bills was also discussed. In most of the hostels no separate electricity charges are paid. When the electricity bill is very high, it will be necessary to have some restrictions for the use of electricity. A separate meter may be provided for each hostel block. In case students wish to use electrical equipment like electric press, heater etc. they should be asked to pay extra amount for this. The excess bill beyond certain limit should be shared by all the students.

4. Hostel Management.

The existing arrangements for hostel management varies from university to university. In Banaras Hindu University hostels are allotted faculty wise and these are under control of Deans of faculties. The admission to faculty of Technology is on the basis of joint admission test alongwith IITs and it is compulsory to stay in the hostels. The management of the hostel is also done by the Director of Institute of Technology. The Wardens are also from the same faculty. This has resulted in better discipline. In case of Aligarh Muslim University and Jawaharlal Nehru University the hostels are not allotted faculty wise and in case hostel accommodation is provided to students from different faculties and under going courses at different levels. This results in better social contact among the students. In Jawaharlal Nehru University there are separate hostels for postgraduate Research Scholars (M.Phil./Ph.D.).

The administrative structure of the hostel was discussed at length and it was felt desirable that the responsibility should be fixed at different levels; for different purposes. The university should have a provost, the principal authority responsible for all hostel administration. He may be appointed by the Vice-Chancellor from amongst Professors and paid at least Rs. 450/ p.m. extra for this work; He should be responsible for all administrative functions, admissions, provision of facilities including recreation, mess, sports etc. It may also be desirable to have a co-ordinating committee of management of all wardens. The Committee should meet at least once a month and could take a decision regarding various problems. There may be a students committee with senior warden incharge to discuss about students problems to avoid administrative problems.

It was agreed that each hostel with minimum 100 students should have one warden who should be a senior teacher to be appointed by the Vice-Chancellor.

He may be paid an allowance of Rs. 300 p.m. or provided rent free accomodation. The clerical staff required for the hostel should be two clerks for one hostel having 200 students. For large number of students it should be 3 clerks for 500 students. This staff should help the Warden in keeping accounts and maintenance of other records of the hostels. As regards the Class IV employees required for cleaning the rooms, tickets etc. The Committee was not in favour of room bearer system which exists in the Banaras Hindu University at present. The students should be able to do such minor works themselves. This is also recommended by the Central Universities Review Committee. For security arrangements for 3 Chowkidars may be provided for a unit of hostel with minimum of 200 students.

5. Mess Management.

It was agreed that the students should run their own messes and the university should provide only the utensils and accomodation. The university may provide services of 2 cooks and 4 helpers for a unit of 100 students and the salary may be paid by the university. It was agreed that the warden may collect mess bills and there should be a provision that those who do not pay the bills by the prescribed date should be asked to vacate rooms as is done in the Jawaharlal Nehru University. It was also suggested that at the time of admission, in addition to security every student should deposit at least Rs.200/- as advance for mess bill to avoid any non payment of bills. Regarding purchase of materials for mess it was felt desirable that this may be purchase from cooperative stores like Super Bazar etc. In addition to the regular messes it may be desirable to have a cafeteria where cheap snacks, tea/coffee etc. be made available to all the students. This may be on contract basis and the rates should be fixed by the University. This will avoid university messes being involved in providing break fast. It may also be desirable to provide some room with utensils, kitchen equipment where students can cook their own food, if they desire to do so. Every students should pay the cost of electricity and gas.

6. Discipline

The Committee considered the problems relating to discipline in hostels, it was mentioned that in most of the Universities the rules relating to discipline have been included in the admission forms and 9 students has to sign these before he is admitted to the hostel. The Aligarh Muslim University is incorporating these in the ordinances as recommended by the Commission. There should be rules for a code of conduct for students which should signed by the students before admitting there to the hostels. It may be added in the rules that students must return to hostel rooms by 11p.m. If one has to stay out he must take prior permission of the Warden and no visitor should be allowed after 11 p.m. in the hostel rooms. The students should obtain prior permission of Warden to leave hostel for going to other place and even students going to NCC camps and tours should inform the warden. Visits of men students to Women students room and vice-versa should not be allowed in any case. There should be a provision of visitors room where students can meet outside visitors. Regarding the total duration of the stay in the hostel most of the Universities have already taken the decision that no student should be allowed to continue to stay in the hostel beyond the minimum duration of the course. It may be desirable to give fresh admission every year. The students should

vacate rooms in summer vacations to enable the university to undertake repairs, white washing etc. These rules need not apply to research students. It should be ensured that no full time employed students is allowed to stay in the hostel. Casual guests should be allowed only with the prior permission of the Warden. It may be desirable to have a card for each student in the Warden's office with a copy of his photograph and the hostel warden could take this at the time of checking the students. In case of final year students (B.A., M.A. etc.) the students should be asked to vacate hostel immediately after the final examination is over. Similarly in the case of research students they should be asked to vacate the room after submission of thesis. However, in case the student has to return to the university for viva-voce he may be provided accommodation for this purpose.

*

(ii) Condonation of deficiency in educational qualifications of existing Library/Laboratory Attendants of P.U.C, Aizawl.

There are many employees who were actually working in P.U.C in the lower posts (Pre-revised) pay scale of Rs.196-232/-) of Lab.Cleaner and Lab.Bearer while under the Govt. of Mizoram. On taking over of the College by NEHU on 19.4.79, they were accommodated against the sanctioned posts of Jr.Lib/Lab.Attendants. These posts carry the Pre-revised pay scale of Rs.210-270/-. The qualifications prescribed by NEHU for these posts are (a) Matriculation (Sc) with experience in handling Scientific appliances, glassware and chemicals. Since, it appears, that none of the above employees possessed the requisite qualifications, they were not allowed to draw the Pre-revised pay scale of Rs.210-270/ as per the terms of their appointment orders. Consequently they were given the same Pre-revised pay scale of Rs.196-232/- as drawn by them while under Govt. of Mizoram in their original posts.

In view of the above, following observations are made for favour of considerations :-

1) These persons were actually working as Jr.Lib/Lab. Attendants but they were not given the pay scale prescribed for the post held by them.

2) If the University did not have sanctioned posts of Lab.Cleaner and Lab.Bearer at the time of taking over of the College by NEHU from the Govt. of Mizoram the persons concerned should not have been absorbed in some other designations on equivalent pay scale (196-232/=) drawn by them before coming to NEHU.

At this stage of time, since they were performing the duties of Jr.Lib/Lab.Attendants for quite a number of years i.e. from 19.4.79 to 18.2.83, it is felt that they ought to have been allowed the Pre-revised pay scale of Rs.210-270/- prescribed for the post of Jr.Lib/Lab.Attendants before 18.2.83 by condoning the deficiency in qualifications in their cases. Subject to suitability, condonation of deficiency in qualifications can be considered by the E.C as a very special case so as to enable the persons concerned to become eligible for the prescribed pre-revised pay scale (210-270/-) of Jr.Lib/Lab. Attendants. The date of effect may be from 19.4.82 k.e. on completion of 3 years service as Jr.Lib/Lab.Attendants. The University have been condoning deficiencies in qualifications in deserving cases.

As Jr.Lib/Lab.Attendants but they ought to have been absorbed

As already pointed out earlier, this would also enable the University to maintain uniformity of pay scale of Jr.Lib/Lab. Attendants.

Their particulars are shown below :-

<u>Sl.No.</u>	<u>Name</u>	<u>Post held:</u>	<u>Edn. qualifications.</u>
1.	Shri.Chawngthuamlana	Jr.Lib.Attendant	Passed Class- IX.
2.	Shri. P.K. Deb.	-do-	" " - VIII.
3.	Shri. Lalluaia.	Jr.Lib.Attendant	" " - IX.
4.	Shri. Rokunga.	Jr.Lib.Attendant	" " - VI.
5.	Shri.Lalrinmawia.	-do-	" " - IX.

The matter is placed before the E.C. for favour of scrutiny and condonation of deficiency in educational qualifications of the above mentioned employees in Pachhunga University College as suggested above.

6:6:4:(1)

(iv)

Placement of Lecturers in the
the Senior Scale / Selection Grade -

The Council considered the matter relating to the placement of Lecturers in the Senior Scales/Selection Grade in its 61st meeting held on the 2nd May, 1988 but RESOLVED to await the report of the Sub-Committee constituted by the Academic Council. The Academic Council in its 34th meeting held on the 5th October, 1988 considered the recommendations of the Sub-Committee and resolved to approve the recommendations with the following modifications :

- (a) The self-assessment report of candidate be not sent to external experts ;
- (b) The Selection Committee will be as under :-
 1. Vice-Chancellor - Chairman
 2. Dean of School concerned.
 3. Head of the Department concerned.
 4. Not more than three Professors of the Department concerned.

The recommendations of the Sub-Committee constituted by the Academic Council may be seen at Annexure 'A'.

The matter is placed for consideration of the Council.

.....

REPORT OF THE SUB-COMMITTEE TO EXAMINE THE MATTERS RELATING
TO PLACEMENT OF LECTURERS IN THE SENIOR SCALE/SELECTION GRADE

The Sub-Committee met 4 times and it considered the following documents:

1. The Appendix to the Ministry of Human Resources letter No.F.1-21/87-U-I dated 17.6.1987.
2. Press reports concerning modifications in the pay revisions announced in the letter mentioned above.
3. The report of the NEHUTA Sub-Committee on Pay Fixation of Teachers which was approved by the General Body and
4. Ministry of Human Resource Development (Dept. of Education) letter No.F.1-21/87-U1 dated 22 July, 1988.

After a careful examination of these documents and other issues that emerged during the deliberations, the Sub-Committee is pleased to take the following recommendation-s:

I, Until such time as the UGC and University have worked out the mechanism for "regular and systematic appraisal of the performance of teachers", and the Academic staff College is fully operational, the procedure to be followed for placement of Lecturers in the Senior Scale and in the Selection grade should respectively be as follows:

- (i) A Lecturer who has reached the stage of Rs.2,800/- basic salary will be eligible to apply for placement in the Senior Scale. Provided that, (a) a Lecturer who was appointed before January, 1986 and had a Ph.D. Degree at the time of recruitment will also be eligible to apply for placement in the Senior Scale if he has completed 5 years of service. or has reached the stage of Rs.2,800/- basic salary whichever is earlier and that (b) a Lecturer appointed before January, 1986 with an M.Phil degree at the time of recruitment will be eligible to apply for placement in the Senior Scale if he has completed 7 years of service or has reached the stage of 2,800/- basic salary whichever is earlier. A Lecturer shall apply for placement in the Senior Scale within 3 months of his attaining eligibility. In the event of his being selected, the date of placement in the Senior Scale shall be the same as the date of his

6:6:7(3)

Eligibility. In case a Lecturer fails to qualify for placement in the Senior Scale he/she will be eligible to apply again for such placement at the end of one more year. The selection procedure should be as follows:

The self assessment report of the candidate concerned will be sent to two external experts of the rank of Professor, or its equivalent, for their opinions. Once their comments are received these should be placed before a committee consisting of the following :

- (1) The Vice-Chancellor - Chairman
- (2) Dean of the School Concerned.
- (3) One external expert.
- (4) Not more than 3 professors of the Department concerned.

The recommendation of this committee concerning the candidate will be final. Since all members of the Committee except one will be from the University itself, there will be no need for a personal interview of the candidate.

(ii) A Lecturer in the Senior Scale who has reached the stage of Rs.3,875/- or has completed 8 years of service as Senior Lecturer will be eligible to apply for placement in the Selection Grade. The procedure for selection shall be the same as for senior Lecturer.

II. The Sub-Committee also considered the case of fixation of salary of Lecturers who were appointed before January, 1986 and who at the time of recruitment had either the Ph.D. or the M.Phil degree. According to the new pay scale a Lecturer, recruited on 1st January, 1986 or thereafter, who has Ph.D. degree at the time of recruitment is entitled to three advance increments on account of his Ph.D. degree; and Lecturer with an M.Phil degree is entitled to one advance increment provided that he was recruited on 1st January 1986 or thereafter. The Committee felt that it will be unfair on the part of the University not to extend the same benefit to Research degree holders who joined the University as Lecturers prior to January, 1986 and who had research degrees at the time of their recruitment. The Committee therefore recommends that the same benefit be extended to such Lecturers also. This is in consonance with the letter from the MHRD quoted at 4 above. The letter says "existing Lecturers with research degrees will also be eligible for similar benefit".

III. Advance increments given on account of a candidate having a research degree at the time of his recruitment, should be treated as part of his basic salary for all purposes.

Contd/-

6:6:7(4)

IV. As suggested by the MHRD letter quoted above "for placement of Lecturers in the Senior Scale and Selection Grade as well as for promotion to the post of Readers the required number of positions should be created by upgrading the posts held by the incumbents concerned".

V. It was brought to the notice of the Sub-Committee that in the matter of fixation of salary in the new scheme the fact of personal allowance has not been taken into account. The Sub-Committee recommends that the Academic Council should consider the possibility of merging personal allowance with basic pay.

(V)

Representation submitted by the Teachers Association of Pachhunga University College.

The Teachers Association of Pachhunga University College submitted a representation dated 26.9.88 regarding redesignation of Research Associates to Lecturers.

In pursuance of the E.C. Resolution No. LEC:19:88:6:06(i)(c) all Research Associates had been redesignated as Lecturers w.e. from 1.1.86 and they were put on probation for a period of two years as required under the relevant Ordinance.

It may be mentioned that the Research Associates at Pachhunga University College were placed on probation for a period of two years at the time of appointments. However, some of the Research Associates appointed in the Headquarters were not placed on probation but were treated as temporary employees with a clear stipulation that if they fail to complete their Ph.D within eight years, their services were liable to be terminated. As there was an anomaly between Research Associates at P.U.C and some of the Research Associates, a blank order was issued (annexure - 1) that all Research Associates would have to complete their Ph.D within eight years or their services would be liable to be terminated. It was in this context that when the Executive Council resolved that all the Research Associates were to be redesignated as Lecturers in view of the relaxed qualifications in the Revised Pay Scales that the Research Associates were re-designated as Lecturers and were placed on probation with effect from 1.1.86 or subsequently from the dates of their joining.

Here it may be pointed out that prior to 1.1.86 the minimum qualifications required for Lecturer was Ph.D and after 1.1.86 a Post Graduate degree. As such it is seen that the Research Associates were so redesignated because they had not fulfilled the required qualification.

The matter of placing the Research Associates on probation with effect from the date of joining or with effect from the date of redesignation is placed before the Council for its consideration.

6:6:5 (2)

Annexure - 1

NORTH-EASTERN HILL UNIVERSITY
HEADQUARTERS: SHILLONG.

No.F.19-149/Estt-II/84-9826

Dated 3rd October 1988.

C I R C U L A R

It is hereby notified that all existing Research Associates are required to registered for the Ph.D. Course within one year of the date of joining or by 31.12.85, whichever is later, and to complete the course within a period of 8(eight)years, failing which, they are liable to stoppage of increments or termination of services.

On successful completion of the Ph.D Course, they will be re-designated ad Lecturer.

The probation period for all Research Associates is 2(two) years with effect from the date of joining. The probation period may be extended if it is felt advisable to do so depending on the performance during the previous two years. The annual progress report to be submitted by the Supervisor in connection with the research work will count towards the overall assessment of performance.

Sd/-

(K.J.S. Prasad Rao)
Deputy Registrar (Admn)

To:

1. All Pro-Vice Chancellor, NEHU.
2. All Deans of Schools, NEHU.
3. All Heads of Departments, NEHU.
4. The Principal, Pachhunga University, College, Aizawl/College of Agriculture, Midziphema.

Copy to:

The Finance Officer.

This may kibly be brought to the notice of all Research Associates. In order to facilitate their pursuing the Ph.D Course, they may be allowed to perform their academic duties and may not be assigned any extra-curricular work.

Sd/-

Deputy Registrar (Admn)

ii) Constitution of Grievance Committee-NEHU Ombudsman.

To alleviate the feeling of helplessness and for speedy redressal of grievances, it is proposed that the Grievance Committee ("NEHU OMBUDSMAN") should start functioning forthwith in the University. The regulations regarding the constitution, mode of working etc. are given below :

*Ref on the const,
mode of working of
NEHU Ombudsman*

1. The Vice-Chancellor shall constitute a Grievance Committee (called the committee hereafter) of the University for advising him on all disputes and grievance in amongst University employees and students .
2. The Committee will have five members. One of the members shall be appointed as Chairman by the Vice-Chancellor
3. The members of the committee shall be appointed for a term of three years from among the professors of the University. During the term of membership, one shall not be the head of the department, Dean or member of the Executive Council.
4. After each completed year of the membership, each member shall get an honorarium equivalent to the emoluments of the month just after the completed year of one's membership.
5. All grievances and disputes in quadruplicate shall be submitted to the Chairman of the committee. The Chairman shall allot each individual complaint to one or more members in a just and equitable manner for farther action. Such members shall act on behalf of the committee. They shall forward the complaint to the concerned individual or authority and seek any clarifications. The queries have to be replied on a priority emergenc basis. They shall give their advise in writing to the Chairmen within a month, The Chairman will then forward it to the Vice-Chancellor for appropriate action.
6. *X* A member, after three delays in rendering advice, shall cease to be the member of the committee.
7. All cases, where the advice of the committee is ignored shall be reported to the Executive Council and the university court for any direction.