

مولانا آزاد نیشنل اردو یونیورسٹی
 MAULANA AZAD NATIONAL URDU UNIVERSITY
 (A Central University established by an Act of Parliament in the year 1998)
 (Accredited "A" Grade by NAAC)



Prof. P. F. Rahaman
 Head

MANUU/CNO/6th Convocation/2016

9th November 2016

Office Order

Sub: Sixth Convocation- Constitution of Core Committee –reg
 Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose a core Committee comprising of the following members is constituted:

1.	Dr. Mohammad Aslam Parvaiz, Vice Chancellor	Chairman
2.	Prof P. F. Rahaman, HoD, Department of Zoology	Chief Nodal Officer
3.	Dr. Shakeel Ahmad, Registrar	Member
4.	Prof. Mohd. Shahid, Controller of Examinations	Member
5.	Prof. K. R. Iqbal Ahmed, , Director, DDE	Member
6.	Prof. S.M. Rahamatullah, Dean, School of Social Sciences	Member
7.	Prof. Fatima Begum, Dean, School of Education & Training	Member
8.	Prof. Mohammed Naseemuddin, Dean, School of Lang., Ling. and Indology	Member
9.	Prof. Abdul Azeem, Dean, School of Commerce & Business Management	Member
10.	Prof. Abdul Wahid, Dean, School of Comp. Sci. & Inform. Tech.	Member
11.	Prof. Syed Najamul Hasan, Dean, School of Sciences	Member
12.	Prof. Ehtesham Ahmad Khan, Dean, School of Mass Comm. & Journalism	Member
13.	Prof. Ravindranath Anisetti, Dean, Academic Affairs	Member
14.	Prof. Mustaq Ahmed I Patel, Dean, Students Welfare	Member
15.	Prof. H. Khatija Begum, Director I/c, Center For Professional Development of Urdu Medium Teachers	Member
16.	Prof. Mohd. Zafaruddin, Director, Directorate of Transl. & Publications	Member
17.	Prof. Kancha Ilaiah, Director, Al Beruni Centre for the Study of Social Exclusion and Inclusive Policy	Member
18.	Prof. Salma A. Farooqui, Director, Center for H.K Sherwani Deccan Studies	Member
19.	Director, Instructional Media Center	Member
20.	Dr. S. Kazim Naqvi Director, Centre for Information Technology	Member
21.	Mr. Mir Ayoob Ali Khan, Media Coordinator	Member
22.	Mr. Abid Abdul Wasay, Public Relations Officer	Member
23.	Mr. Anis Ahsan Azmi, Consultant, Centre for Urdu Lang., Lit. & Culture	Member
24.	Mr. Shaik Abdul Rasheed, Assistant Registrar	Member
25.	Mr. P. Habibulla, Section Officer	Member

The Core Committee shall function under the guidance of the Honable Vice-Chancellor and supervise the arrangements of the Sixth Convocation and also coordinate the activities of other Committees constituted for the purpose so as to make the convocation a grand success.

P. F. Rahaman

Chief Nodal Officer for Sixth Convocation

To
 All the Concerned
 Copy to PS to VC;
 PA to Registrar;
 Controller of Examinations,
 Finance Officer

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Office Order

Sub: Sixth Convocation- Constitution of Convocation Site and Tent arrangement
Committee –reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose a Convocation Site and Tent arrangement Committee comprising of the following members is constituted:

1.	Prof. P. F. Rahaman	Convener	Zoology
2.	Prof. S. M. Rahmatullah	Member	FO
3.	Prof. Mohd. Zafaruddin	Member	Translation & Publications
4.	Prof. Nisar Ahmed I. Mulla	Member	DDE
5.	Dr. P. S. Munawar Hussain	Co-convener	Joint Registrar
6.	Mr. M. K. Vairagi	Member	Joint Registrar
7.	Dr. Bonthu Kotaiah	Member	CS & IT
8.	Mr. Ziauddin Malik	Member	OSD, Engg.
9.	Mr. Mir Ayub Ali Khan	Member	Media Coordinator
10.	Mr. Abid Abdul Wasay	Member	PRO
11.	Mr. S. B. Vijaya Sekhar	Member	IAO
12.	Mr. Venu Gopal	Member	ARD
13.	Mr. P. Habibulla	Member	SO

The Committee shall take care of convocation site preparation, issues related to tent installation, etc. for the convocation.

Chief Nodal Officer for Sixth Convocation

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Revised Office Order

Sub: Sixth Convocation- Constitution of Invitation, Printing & Publicity Committee –reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose Invitation, Printing & Publicity Committee is constituted comprising of the following members is constituted:

1.	Prof. Mohd Zafaruddin	Convener	Translation & Publications
2.	Mr. Abid Abdul Wasay	Co - convener	Public Relations
3.	Prof. Ehtesham Ahmad Khan	Member	MCJ
4.	Dr. Kazim Naqvi	Member	CIT
5.	Mr. Mir Ayyub Ali Khan	Member	Media Coordinator
6.	Dr. Syed Alim Ashraf	Member	Arabic
7.	Dr. Mohammed Fariyad	Member	MCJ
8.	Dr. Faheemuddin Ahmed	Member	Translation Studies
9.	Dr. Firoz Alam	Member	DDE
10.	Mr. Shams Imran	Member	DDE
11.	Dr. Khaleel Ahmad	Member	CS & IT
12.	Mr. Mohd Omar	Member	CS & IT
13.	Dr. M. K. Vairagi	Member	JR
14.	Smt. Safeena Macci	Member	AR, Purchase & Stores
15.	Mr. P. Habibulla	Member	SO, Purchase & Stores
16.	Dr. Zafar Gulzar	Member	SO, Translation & Publications
17.	Mr. Tajammul Islam , President, MSU	Member	Students Union

The Committee shall take care of list of invitees; preparation, printing & dispatch of invitation cards in consultation with Chief Nodal Officer and Vice-Chancellor; printing of brochures of procedure of convocation, etc., and Publicity of the event.

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Office Order

Sub: Sixth Convocation- Constitution of Certificates, medals preparation and distribution Committee –reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose a Committee for Certificates preparation & Distribution comprising of the following members is constituted:

1.	Prof. Mohd. Shahid	Convener	COE
2.	Dr. H. Aleem Basha	Member	Physic
3.	Mr. Syed Zabiullah Hussaini	Member	COE office
4.	Dr. Badeeuddin	Member	COE office
5.	Dr. Mohd. Mubashir Ahmed	Member	COE office
6.	Dr. Feroz Alam	Member	DDE
7.	Dr. S. Najiullah	Member	Public Admin.
8.	Dr. Samina Basu	Member	Education & Training
9.	Dr. Mohammed Abdul Sami Siddiqui	Member	English
10.	Mr. Mohd. Rafi	Member	Education & Training
11.	Dr. Rizwanul Haq Ansari	Member	Physic
12.	Dr. Mohd Abdul Quddus	Member	SO, HRDC
13.	Ms. Babita Rathod	Member	SO, CAC

The Committee shall take necessary steps for the distribution of degrees, certificate, medals to the concerned students and also arrange their distribution at convocation event.

Rahaman

Chief Nodal Officer for Sixth Convocation

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Office Order

Sub: Sixth Convocation- Constitution of Dress code Committee –reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose a Committee for Dress Code comprising of the following members is constituted:

1	Prof. Mohd. Shahid	Convener	COE
2	Prof. Fatima Begum	Member	Education & Training
3	Dr. Afroz Alam	Member	Political Science
4	Dr. M. Vanaja	Member	Education & Training
5	Mr. B. Murahari	Member	COE

The Committee shall take care of dress code in respect of the sixth convocation event.

Chief Nodal Officer for Sixth Convocation

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9th November 2016

Office Order

Sub: Sixth Convocation- Constitution of Accommodation Committee –reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose an Accommodation Committee comprising of the following members is constituted:

1.	Prof. Mohd Mahmood Siddiqi	Convener	Education & Training
2.	Mr. Mohd Jamaluddin Khan	Co-convener	Deputy Registrar
3.	Dr. Kaneez Zehra	Member	Public Administration
4.	Dr. Patan Rahim Khan	Member	Hindi
5.	Dr. Sayyad Aman Ubed Ajar Ali	Member	Education & Training
6.	Mr. Mohd. Yousuf Ali	Member	VC office
7.	Mr. Razaq Sharif	Member	Guest House

The Committee shall make arrangements for the accommodation of the guests, external members of Executive Council and Academic Council for the sixth Convocation event.

Chief Nodal Officer for Sixth Convocation

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MANUU/CNO/6th Convocation/2016

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Revised Office Order

Sub: Sixth Convocation- Constitution of Hospitality Committee –reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose a Hospitality Committee comprising of the following members is constituted:

1.	Prof. Salma Ahmed Farooqui	Convener	HKSCDS
2.	Dr. A. Subash	Member	HKSCDS
3.	Dr. Israr Alam	Member	Social Work
4.	Dr. Akhtar Parveen	Member	Education & Training
5.	Mr. Mohd. Jamaluddin Khan	Member	Dy Registrar
6.	Mr. Sajid Ali Hashim	Member	Dy Registrar
7.	Mr. Mohd. Yousuf Ali	Member	VC Office
8.	Mr. Razaq Sharif	Member	Guesthouse

The Committee shall make arrangements of hospitality for guests, dignitaries of the sixth Convocation event.

Rahaman

Chief Nodal Officer for Sixth Convocation

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Office Order

Sub: Sixth Convocation- Constitution of Transport Committee –reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose a Transport Committee comprising of the following members is constituted:

1	Prof. Abul Kalam	Convener	Urdu
2	Prof. Mustaq Ahmed I Patel	Co - convener	Dean Students' Welfare
3	Dr. Syed Khaja Safiuddin	Member	Dept. of Mgt. Comm.
4	Dr. A. Nageswara Rao	Member	CSSEIP
5	Mr. Habib Khan	Member	Assistant Registrar
6	Dr. Mohd Abdul Quddus	Member	HRDC
7	Mr. Shaik Naveed	Member	UDC

The Committee shall make arrangements of transportation guests, dignitaries, visitors etc for the event.

Chief Nodal Officer for Sixth Convocation

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Office Order

Sub: Sixth Convocation- Constitution of Audio-Visual Committee –reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose an Audio-Visual Committee comprising of the following members is constituted:

1.	Director, IMC	Convener	IMC
2.	Mr. Md. Mujahid Ali	Co-convener	IMC
3.	Mr. Md. Imtiyaz Alam	Member	IMC
4.	Mr. Mohd. Shakeel Ahmed	Member	IMC
5.	Mr. Mohd. Abdul Muqtadar	Member	Engineering Section
6.	Mr. Sk. Manjoor	Member	Electrician

The Committee shall make arrangements of Audio-visual coverage, electrical arrangements at the event and also necessary steps for electronic media coverage of the event.

Chief Nodal Officer for Sixth Convocation

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Revised Office Order

Sub: Sixth Convocation- Constitution of Dais & Seating Arrangement Committee --reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose Dais & Seating Arrangement Committee comprising of the following members is constituted:

1.	Prof. Abdul Wahid	Convener	CS & IT
2.	Prof. Salma Ahmed Farooqui	Co - convener	HKSCDS
3.	Prof. Aziz Bano	Member	Persian
4.	Prof. Saneem Fatima	Member	Management
5.	Dr. S. Maqbool Ahmed	Member	Botany
6.	Dr. Mohd Fahim Akhtar	Member	Islamic Studies
7.	Dr. Shahid Raza	Member	Social Work
8.	Dr. Danish Moin	Member	History
9.	Dr. Pradeep Kumar	Member	CS & IT
10.	Dr. Malik Raihan Ahmed	Member	DDE
11.	Dr. S. K. Kamuruddin	Member	Management
12.	Mr. Rafiq Ahmad	Member	CS & IT
13.	Dr. Patan Rahim Khan	Member	Hindi
14.	Mr. Saheed	Member	Sociology
15.	Mr. Jameel Ahmed	Member	CS & IT
16.	Mr. Sajid Ali Hashim	Member	Dy Registrar

The Committee shall be responsible for Dais, seating arrangements in the tent, backdrop on dais, decoration of the tent and Dais etc of the event.

P. F. Rahaman

Chief Nodal Officer for Sixth Convocation

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Office Order

Sub: Sixth Convocation- Constitution of Announcement Committee -reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose Announcement Committee comprising of the following members is constituted:

1.	Dr. Ameena Tahseen	Convener	Center for Women Education
2.	Dr. Shilpaa Anand	Member	English
3.	Mr. Abid Abdul Wasay	Co - convener	Public Relations Officer

The Committee shall be responsible for relay, mandate and achievements of the university before commencement of the Convocation proceedings.

Chief Nodal Officer for Sixth Convocation

To
All the Concerned
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MANUU/CNO/6th Convocation/2016

9th November 2016

Office Order

Sub: Sixth Convocation- Constitution of Committee for Reimbursement of Travel Expenses -reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose Committee for Reimbursement of Travel Expenses comprising of the following members is constituted:

1.	Mr. Sajid Hashmi	Convener	Finance & Accounts
2.	Mr. Venu Gopal	Co - convener	Finance & Accounts
3.	Mr. Mohd Faizur Rahman	Member	SO, ER - I
4.	Mr. Shaik Fareed	Member	Estate & Transport
5.	Mr. Syed Samiullah Hussaini	Member	Finance & Accounts

The Committee shall be responsible for arrangement of TA and booking of tickets for the external members of EC, AC and other dignitaries invited by the University for the event.

Chief Nodal Officer for Sixth Convocation

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MANUU/CNO/6th Convocation/2016

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Office Order

Sub: Sixth Convocation- Constitution of Reception Committee - reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose Reception Committee comprising of the following members is constituted:

1.	Prof. Mustaq Ahmed Kaw	Convener	History
2.	Prof. Farida Siddiqui	Co convener	Economics
3.	Dr. Tahseen Bilgrami	Member	HRDC
4.	Ms. Ira Khan	Member	Botany
5.	Dr. Mohd Mazhar Qadri	Member	ARD
6.	Dr. Pathan Waseem Khan	Member	Education & Training

The Committee shall be responsible making arrangements of reception at the event site in coordination with other committees.

Chief Nodal Officer for Sixth Convocation

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MANUU/CNO/6th Convocation/2016

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Office Order

Sub: Sixth Convocation- Constitution of Protocol and Security Committee - reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose a Protocol and Security Committee comprising of the following members is constituted:

1.	Prof. Abdul Azeem	Convener	Proctor
2.	Dr. Shahida	Member	Women Education
3.	Mr. Taher Ali	Co-convener	Security Consultant
4.	Mr. Azhar Hussain Khan	Member	Joint Registrar
5.	Mr. Mohammed Ammar Azam, Secretary, MSU	Member	Student Union
6.	All Proctorial & DSW team members	Members	Proctor office & DSW
7.	Mr. Mohd Mubashir Ahmed	Member	Assistant Registrar

The Committee shall be responsible making arrangements of Protocol requirements and necessary security measures in consultation with the authorities of state government for the event.

Rahaman

Chief Nodal Officer for Sixth Convocation

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Office Order

Sub: Sixth Convocation- Constitution of Academic Procession Committee- reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose an Academic Procession Committee comprising of the following members is constituted:

1.	Prof. Ravindranath Anisetti	Convener	Dean, Academic affairs
2.	Prof. Shagufta Shaheen	Co - convener	English
3.	Dr. Tahseen Bilgrami	Member	HRDC
4.	Dr. Mohd Junaid Zakir	Member	Translation
5.	Mr. B.L. Meena	Member	DDE
6.	Mr. Shaik Abdul Rasheed	Member	Assistant Registrar
7.	Mr. Abrar Ahmad	Member	Assistant Registrar
8.	Mr. Mohd Faizur Rahman	Member	Section Officer

The Committee shall arrange robes for the members concerned, arrange rehearsals and organize the academic procession in consultation with the University authorities.

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Sub: Sixth Convocation- Constitution of Campus improvement Committee- reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose a Campus improvement Committee comprising of the following members is constituted:

1.	Prof. P F. Rahman	Convener	Zoology
2.	Prof. Gulfishan Habib	Co convener	DDE
3.	Prof. Naugez Azmi	Member	Persian
4.	Prof. Mohammed Naseemuddin	Member	Urdu
5.	Prof. Badiuddin Ahmed	Member	Commerce
6.	Dr. Shaik Mahaboob Basha	Member	History
7.	Mr. Ziauddin Malik	Member	OSD, Engg
8.	Mr. Mr. Md. Inthesar ul Baqui	Member	AE, Engg
9.	Mr. Mohammed Shafiuzzama	Member	Instructor, ITI

The Committee shall review and take necessary steps to better the ambience of the campus and surroundings at the site of the event.

P. F. Rahman

Chief Nodal Officer for Sixth Convocation

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Office Order

Sub: Sixth Convocation- Constitution of Electricity, Water and General Maintenance Committee - reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose an Electricity, Water and General Maintenance Committee comprising of the following members is constituted:

1.	Mr. Azhar Husain Khan	Convener	JR
2.	Prof. P.H Mohammad	Co convener	Sociology
3.	Mr. Ziauddin Malik	Member	OSD, Engg
4.	Mr. Mohd. Abdul Muqtader	Member	Electrical Engg
5.	Mr. Md. Inthesar ul Baqui	Member	Engg.
6.	Dr. K. Uma Shankar Sastry	Member	SO

The Committee shall take care of arrangements for continuous supply of electricity, water and maintenance of the premises for the event.

Rahaman

Chief Nodal Officer for Sixth Convocation

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Office Order

Sub: Sixth Convocation- Constitution of Crisis Management and Health care Committee --reg
Ref: Vice-Chancellor's approval date 9th November 2016

The sixth convocation of the University is scheduled to be held on 26th December 2016. Hon'ble President of India Shri Pranab Mukherjee is pleased to grace the occasion. For the purpose Crisis Management and Health care Committee comprising of the following members is constituted:

1.	Dr. Mohammed Yousuf Khan	Convener	Polytechnic
2.	Dr. M.K. Ansari	Co - convener	Health center
3.	Dr. Hammad Hashmi	Member	Health Center
4.	Dr. Mohd Abdul Sami	Member	Health center
5.	Mr. Md. Abdul Muqtadir	Member	Polytechnic
6.	Mr. Wajihus Shams	Member	Health Center
7.	Mr. Badavat Bikshapathi	Member	ITI

The Committee shall take care of Medical facilities and do the needful, if required, in coordination with the staff of health center.

Chief Nodal Officer for Sixth Convocation

To
All the Concerned
Copy to PS to VC;
PA to Registrar;
Controller of Examinations,
Finance Officer