F.No. NSUT/Estt./ICTRC /2022-23   दिनांक/Date: 24.11.2022

OFFICE ORDER No. 469 of 2022-23

Sub: Establishment–Nomination of In-Charges for the Menu/Sub Menu concerned of the University Website - Orders – Issued -Regarding.

Ref: Note approval of the Vice-Chancellor dated 16.11.2022.

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With reference to the subject and approval cited above, the Competent Authority is pleased to nominate the In-Charges for the Menu/ Sub Menu concerned of the University Website. The List of the In-Charges nominated and the respective Menu /Sub Menu are enclosed as Annexure.

The In-Charges nominated are to update the content under respective Menu/Sub Menu from time to time and the same must be done only after obtaining the approval of the Competent Authority/Undersigned.

The In-Charges are required to review the content of the Website under the respective Menu/Sub Menu periodically, at least once in a month and ensure that it is updated/ maintained at all times. A google form is prepared and made available to the In-Charges, using which they would be able to provide content updation requests to System Analyst. For further details in this regard, the In-charges may approach the System Analyst.

REGISTRAR

To

All the Concerned.

Copy to
1. The Deputy Registrar
2. All Assistant Registrars
3. PS to Vice-Chancellor/Registrar/Finance Officer
4. Office Order File
5. Liaison Officer, OL for translation of the Office Order

List of Staff nominated for updation of the University Website

S.No	Menu Items	Sub Menu Items	Concern Officer/ In-charge
1	Home Page	CUET UG	AR (Academics)
2	Home Page	CUET PG	AR (Academics)
3	Home Page	National Testing Agency	AR (Academics)
4	Home Page	CUET Information and Guidance Cell	AR (Academics)
5	Home Page	Our Publications	Deputy Librarian
6	Home Page	Mahashvini	Head, Department of Research and Publications
7	Home Page	Semushi	Editor, Shemushi
8	Home Page	Admissions Tab	AR (Academics)
9	Home Page	Exams and Results Tab	AR (Examinations)
10	Home Page	Latest Information Tab	AR (Establishment)
11	Home Page	NSU Admissions Portal Link	AR (Academics)
12	Home Page	NSU Admissions are Open 2022-23	AR (Academics)
13	Home Page	NSU YouTube Video Link	Social Media Champion
14	Home Page	Other Related Sites	Website Admin
15	Home Page	Footer Section Facebook, YouTube, Instagram, Twitter	Social Media Champion
16	About Us -> Profile	Objectives	AR (Establishment)
17	About Us -> Profile	Motto	AR (Establishment)
18	About Us -> Profile	Vision	AR (Establishment)
19	About Us -> Profile	Mission	AR (Establishment)
20	About Us -> Profile	Core Values	AR (Establishment)
21	About Us -> Profile	Achievements	AR (Establishment)
22	About Us -> Gazette	Act	AR (Establishment)
23	About Us -> Gazette	Statutes	AR (Establishment)
24	About Us -> Gazette	Ordinances	AR (Establishment)
25	About Us -> Gazette	Regulations	AR (Establishment)
26	About Us -> Gazette	Code of Conduct	AR (Establishment)
27	About Us -> Gazette	MoU	AR (Establishment)
28	About Us -> Infrastructure	Video Gallery	Public Relation Officer
29	About Us -> Infrastructure	Campus Gallery	Public Relation Officer
30	About Us -> Reports	Annual Reports	AR (Establishment)
31	About Us -> Reports	Annual Accounts	AR (Finance and Accounts)
32	About Us -> Cells/ Committees	SC/ST/OBC/EWS CELL	AR (Establishment)
33	About Us -> Cells/ Committees	Official Language Cell	Liaison Officer, Hindi
34	About Us -> Cells/ Committees	ICC	AR (Establishment)
35	About Us -> Cells/ Committees	R&D Cell	AR (Establishment)
36	About Us -> Cells/ Committees	Digital Social Media Cell	Social Media Champion
37	About Us -> Cells/ Committees	Anti-Ragging Cell	AR (Establishment)
38	About Us -> Cells/ Committees	Model Career Centre	AR (Establishment)
39	About Us -> Cells/ Committees	Public Relation Officers	AR (Establishment)
40	About Us	Contact Us	AR (Establishment)
41	About Us	IQAC	Director, IQAC
42	About Us	NSS	Programme Coordinator, NSS
43	About Us	NEP	AR (Academics)
44	About Us	Testimonial	Website Admin
45	Administration -> Authorities	The Court	PS to Registrar
46	Administration -> Authorities	Executive Council	PS to Registrar
47	Administration -> Authorities	Academic Council	AR (Academics)
48	Administration -> Authorities	The Board of Studies	AR (Academics)
49	Administration -> Authorities	Finance Committee	PS to Finance Officer

50	Administration -> Authorities	Planning and Monitoring Board	PS to Registrar
51	Administration -> Officers	Chancellor	AR (Admin)
52	Administration -> Officers	Vice Chancellor	AR (Admin)
53	Administration -> Officers	Deans	AR (Admin)
54	Administration -> Officers	Registrar	AR (Admin)
55	Administration -> Officers	Finance Officer	AR (Admin)
56	Administration -> Officers	Controller of Examinations	AR (Admin)
57	Administration -> Officers	Deputy Librarian	AR (Admin)
58	Administration -> Staff	Office of The Vice Chancellor	AR (Admin)
59	Administration -> Staff	Office of The Registrar	AR (Admin)
60	Administration -> Staff	Office of The Finance Officer	AR (Admin)
61	Administration -> Staff	Administration and Establishment	AR (Admin)
62	Administration -> Staff	Finance and Accounts Section	AR (Admin)
63	Administration -> Staff	Academic Section	AR (Admin)
64	Administration -> Staff	Examination Section	AR (Admin)
65	Administration -> Staff	CDOE	AR (Admin)
66	Administration -> Staff	Library	AR (Admin)
67	Administration -> Staff	Education Section	AR (Admin)
68	Administration -> Staff	Publication Section	AR (Admin)
69	Administration -> Staff	Engineering Section	AR (Admin)
70	Administration -> Staff	ICTRC	AR (Admin)
71	Administration -> Staff	Students Computer Lab	AR (Admin)
72	Administration -> Staff	ERP Cell	AR (Admin)
73	Administration -> Staff	Student's Welfare	AR (Admin)
74	Administration -> Staff	Transport Pool	AR (Admin)
75	School -> School of Veda-Vedangas	Department of Vedabhashyam	AR (Admin)
76	School -> School of Veda-Vedangas	Department of Vyakarana	AR (Admin)
77	School -> School of Veda-Vedangas	Department of Jyotisha and Vasthu	AR (Admin)
78	School -> School of Veda-Vedangas	Department of Dharmasastra	AR (Admin)
79	School -> School of Darsanas	Department of Nyaya	AR (Admin)
80	School -> School of Darsanas	Department of Sankhya Yoga	AR (Admin)
81	School -> School of Darsanas	Department of Mimamsa	AR (Admin)
82	School -> School of Darsanas	Department of Advaita Vedanta	AR (Admin)
83	School -> School of Darsanas	Department of Visistadvaita Vedanta	AR (Admin)
84	School -> School of Darsanas	Department of Dvaita Vedanta	AR (Admin)
85	School -> School of Darsanas	Department of Agama	AR (Admin)
86	School -> School of Darsanas	Department of Yoga Vijnana	AR (Admin)
87	School -> School of Darsanas	Department of Sabdabodha Systems and Computational Linguistics	AR (Admin)
88	School -> School of Darsanas	Centre for Sastra Parirakshana	AR (Admin)
89	School -> School of Sahitya and Samskriti	Department of Sahitya	AR (Admin)
90	School -> School of Sahitya and Samskriti	Department of Puranetihasa	AR (Admin)
91	School -> School of Sahitya and Samskriti	Department of History	AR (Admin)
92	School -> School of Sahitya and Samskriti	Department of Telugu	AR (Admin)
93	School -> School of Sahitya and Samskriti	Department of Hindi	AR (Admin)
94	School -> School of Sahitya and Samskriti	Department of English	AR (Admin)
95	School -> School of Sahitya and Samskriti	Department of Research and Publications	AR (Admin)

96	School -> School of Sahitya and Samskriti	Department of Performing Arts	AR (Admin)
97	School -> School of Sahitya and Samskriti	Centre for Ancient Indian Knowledge Systems	AR (Admin)
98	School -> School of Education	Department of Education	AR (Admin)
99	School -> School of Education	Department of Mathematics	AR (Admin)
100	School -> School of Education	Department of Computer Science	AR (Admin)
101	School -> School of Education	Department of Translation	AR (Admin)
102	School -> School of Education	Department of Physical Education	AR (Admin)
103	School -> School of Education	Centre for Sanskrit Language Promotion	AR (Admin)
104	School -> School of Education	Centre for Inservice Teacher Education	AR (Admin)
105	School -> Profiles of All Faculty	Profiles of All Faculty	(a) Respective Faculty Member (b) For Vice-Chancellor Profile, PS to Vice-Chancellor (c) Overall Profiles Management by Nodal Officer, IRINS (Indian Research Information Network System)
106	Academic	Regular Programmes	AR (Academics)
107	Academic	Part Time Programmes	AR (Academics)
108	Academic	Online Programmes	Director, CDOE
109	Academic	CDOE	Director, CDOE
110	Academic	Calendar	AR (Academics)
111	Academic	Fees Structure	AR (Academics)
112	Academic	Scholarships	AR (Academics)
113	Academic	Admission Rules	AR (Academics)
114	Academic	Attendance Rules	AR (Academics)
115	Academic	Gold Medals and Prizes	AR (Academics)
116	Projects	Alphabet Gallery	Coordinator, Alphabet Gallery
117	Projects	Sansknet	Coordinator, Sansknet
118	Projects	Veda Shastrartha Recording Project	Coordinator, Veda Shastrartha Recording Project
119	Projects	Agama Kosha	Coordinator, Agama Kosha
120	Projects	Collection and Preservation of Manuscripts	Coordinator, Collection and Preservation of Manuscripts
121	Projects	Basha Mandakini	Coordinator, Basha Mandakini
122	Projects	Sanskrit Science Exhibition	Coordinator, Sanskrit Science Exhibition
123	Projects	Functional Sanskrit	Coordinator, Functional Sanskrit
124	Projects	Mahabharatha on Internet	Coordinator, Mahabharatha on Internet
125	Projects	Ramayana on Internet	Coordinator, Ramayana on Internet
126	Projects	Yoga Vijnana Center	Coordinator, Yoga Vijnana Center
127	Projects	Orrisa Chair	Coordinator, Orrisa Chair
128	Projects	Center of Excellence in Traditional Sastras	Coordinator, Center of Excellence in Traditional Sastras
129	Projects	Sanskrit Education and Research Network	Coordinator, Sanskrit Education and Research Network
130	Projects	EPG Pathashala	Coordinator, EPG Pathashala
131	Library	About Library	Deputy Librarian
132	Library	Library Policy	Deputy Librarian
133	Library	Library Rules and Regulations	Deputy Librarian
134	Library	Library Committee	Deputy Librarian
135	Library	Manuscript Catalogue	Deputy Librarian
136	Library	E-library	Deputy Librarian
137	Library	Library Web OPAC	Deputy Librarian
138	Library	New Arrivals	Deputy Librarian

139	Library	Resource Subscribed	Deputy Librarian
140	Library	Important Govt. Reports	Deputy Librarian
141	Facilities -> Hostel	Hostel Admissions	Manager (Hostels & Guest House)
142	Facilities -> Hostel	Hostel Code of Conduct	Manager (Hostels & Guest House)
143	Facilities -> Hostel	Hostel Contacts	Manager (Hostels & Guest House)
144	Facilities -> Guest House	About Guest House	Manager (Hostels & Guest House)
145	Facilities -> Guest House	Do's and Don'ts	Manager (Hostels & Guest House)
146	Facilities -> Guest House	Guest House Instructions	Manager (Hostels & Guest House)
147	Facilities -> Guest House	Guest House Form	Manager (Hostels & Guest House)
148	Facilities -> Health Centre	About Health Centre	Medical Officer
149	Facilities -> Health Centre	Health MoU	Medical Officer
150	Students	Code of Conduct Students	Dean, Student's Welfare
151	Students	Students Grievances	Presiding Officer, ICC
152	Students	Fellowships & Scholarships	Dean, Student's Welfare
153	Students	Students Attendance	AR (Academics)
154	Notices	Notices	AR (Establishment)
155	Notices	Circulars	AR (Establishment)
156	Notices	Office Orders	AR (Establishment)
157	Notices	Events	AR (Establishment)
158	Notices	Vacancies	AR (Establishment)
159	Notices	Tenders	AR (Establishment)
160	Notices	Seminars	Concerned Seminar Manager or Event Manager
161	Notices	RTI	Deputy Registrar
162	Notices	Reservation Rosters	Information Scientist
163	Notices	Results	AR (Examinations)
164	Notices	Archives	System Analyst
165	Notices	Cyber Safety	System Analyst
166	ERP	ERP	System Analyst
167	NIRF	NIRF	Director, IQAC