

**MAHARSHI DAYANAND UNIVERSITY ROHTAK
GENERAL ADMINISTRATION BRANCH**

No. Gen.Admn./G-VIII/2020/ 878

Dated: 11/3/2020

To

- ✓ All the Directors/Heads/Branch Officers of
University Teaching Departments/Branches/Offices,
M.D.University,
Rohtak

Sub: Purchase of Apron – Transfer of Amount of Rs. 500/- in bank account

Sir/Madam,

The Vice-Chancellor has been pleased to allow to transfer an amount of Rs. 500/- in the bank account of the technical staff (list of 110 employees enclosed) for purchase of Apron from the Local market.

You are, therefore, requested to direct the concerned technical employee working under your control to submit an undertaking, as per proforma enclosed, to the effect that "he/she will purchase the Apron from the amount transferred by the University for wearing during the office hours on all working days and that he/she is presently using the items so provided". The Undertaking of the concerned employee must reach in the General Administration Branch within 10 days from the issue of this letter so that amount could be transferred at the earliest.

Encl: As above

Yours faithfully,




Dy. Registrar (Gen. Admn.)

Endst. No. Gen. Admn./G-VIII/2020/ _____

Dated: _____

Copy of the above is forwarded to the Director, University Computer Centre, M.D.University, Rohtak with the request to upload on the University Website.


Dy. Registrar(Gen. Admn.)

Sr.No.	Name Of Employee	Designation	Department/ Branch	Amount
1.	Raj Kumar	Draftsman	Engg. Cell	Rs.500
2.	Yag Dutt	Draftsman	Engg. Cell	Rs.500
3.	Ram Nath	Plumber	Engg. Cell	Rs.500
4.	Bhup Singh	Plumber	Engg. Cell	Rs.500
5.	Umed Singh	W.P.O.	Engg. Cell	Rs.500
6.	Krishan Lal	W.P.O.	Engg. Cell	Rs.500
7.	Shemshar Singh	W.P.O.	Engg. Cell	Rs.500
8.	Shanker	W.P.O.	Engg. Cell	Rs.500
9.	Ashok Kumar	W.P.O.	Engg. Cell	Rs.500
10.	Rajender Kumar	W.P.O.	Engg. Cell	Rs.500
11.	Raj Pal	White washer	Engg. Cell	Rs.500
12.	Krishan Kumar	White washer	Engg. Cell	Rs.500
13.	Dharambir	Manson G-II	Engg. Cell	Rs.500
14.	Rampal	Manson G-II	Engg. Cell	Rs.500
15.	Dharampal	Manson G-II	Engg. Cell	Rs.500
16.	Tek Bahadur	Manson G-II	Engg. Cell	Rs.500
17.	Balwan Singh	Manson G-I	Engg. Cell	Rs.500
18.	Krishan Kumar	Telephone Mechanic	Gen. Admn.	Rs.500
19.	Ramesh Kumar	Lab Supervisor	Physics	Rs.500
20.	Satish Kumar	Lab Attendant	Chemistry	Rs.500
21.	Amarjit	Lab Attendant	UIET	Rs.500
22.	Manju Kumari	Lab Attendant	Psychology	Rs.500
23.	Parveen Kumar	Lab Attendant	Pharmacy	Rs.500
24.	Jaibir Singh	Lab Attendant	Pharmacy	Rs.500
25.	Balram	Lab Attendant	CMBT	Rs.500

26.	Rajender	Lab Attendant	Centre of Bio Informitic	Rs.500
27.	Om Parkash	Lab Attendant	Centre of Bio Informitic	Rs.500
28.	Saroj Devi	Lab Attendant	Campus school	Rs.500
29.	Satwanti	Lab Attendant	Campus school	Rs.500
30.	Kashmir	Lab Attendant	Environment Science	Rs.500
31.	Dalvir Singh	Lab Attendant	Zoology	Rs.500
32.	Rajender Singh	Lab Attendant	Genetics	Rs.500
33.	Jasbir Singh	Lab Attendant	Genetics	Rs.500
34.	Hari Parkash	Lab Attendant	Education	Rs.500
35.	Jagwanti	Lab Attendant	Mathematics	Rs.500
36.	Hari Parkash	Lab Attendant	Education	Rs.500
37.	Sonia	Lab Attendant	CBT	Rs.500
38.	Muskan	Lab Technician	Physics	Rs.500
39.	Meenakshi Devi	Lab Technician	Psychology	Rs.500
40.	Jasbir Singh	Lab Technician	Environment Science	Rs.500
41.	Parveen Kumar	Lab Assistant	Physics	Rs.500
42.	Mandeep Kumar	Lab Assistant	Chemistry	Rs.500
43.	Sudhir Gahlawat	Lab Assistant	Chemistry	Rs.500
44.	Om Parkash	Lab Assistant	Chemistry	Rs.500
45.	Sanjeev Kumar	Lab Assistant	UIET	Rs.500
46.	Hari Parkash	Lab Assistant	Genetics	Rs.500
47.	Nisha Devi	HLA	Physics	Rs.500
48.	Hari Kishan	SLA	UIET	Rs.500
49.	Harish Kumar	HLA	Chemistry	Rs.500
50.	Hari Dev	HLA	Zoology	Rs.500

51.	Satyavir Singh	SLA	Pharmacy	Rs.500
52.	Sushil Kumar	SLA	Pharmacy	Rs.500
53.	Raghu Raj Singh	SLA	CMBT	Rs.500
54.	Khem Karan	SLA	Centre of BIO Informitic	Rs.500
55.	Sandeep Bansal	JLA	UIET	Rs.500
56.	Jai Pal	JLA	Pharmacy	Rs.500
57.	Vinod Kumar	JLA	Pharmacy	Rs.500
58.	Vijender Singh	JLA	BIO Chemistry	Rs.500
59.	Chander Bhushan	JLA	Micro Biology	Rs.500
60.	Anita	JLA	Defence studies	Rs.500
61.	Rajesh Kumar	JLA	Botany	Rs.500
62.	Rajesh Kumar	LAB Assistant (SFS)	UIET	
63.	Arvind Singh	Lab Attendant (SFS)	UIET	Rs.500
64.	Prerna	Lab Attendant (SFS)	UIET	Rs.500
65.	Amit Ahlawat	Lab Attendant (SFS)	UIET	Rs.500
66.	Ram Niwas	Lab Attendant (SFS)	Botany	Rs.500
67.	Jyoti	Lab Attendant (SFS)	UIET	Rs.500
68.	Varun Kumar	Lab Attendant (SFS)	CBT	Rs.500
69.	Roshni Devi	Lab Attendant (SFS)	UIET	Rs.500
70.	Pragati	Lab Attendant (SFS)	UIET	Rs.500
71.	Kamala Sharma	Lab Attendant (SFS)	UIET	Rs.500

72.	Santosh Devi	Lab Attendant (SFS)	Mathematics	Rs.500
73.	Devender	Lab Technision (SFS)	UIET	Rs.500
74.	Rakesh Kumar	Lab Technision (SFS)	UIET	Rs.500
75.	Sunil Saini	Lab Technision (SFS)	Computer Centre	Rs.500
76.	Satish Kumar	Animal Attendant	Animal House	Rs.500
77.	Rakesh Kumar	Animal Attendant	Animal House	Rs.500
78.	Naveen	Workshop Assistant	Transport Office	Rs.500
79.	Summi Sharma	Assistant Cartographer	Geography	Rs.500
80.	Deva Nand	Gas Man	Chemistry	Rs.500
81.	Bhiya Ram	Compositor	Vivekananda Library	Rs.500
82.	Rajbir Singh	Offset Machine Operator	Conduct	Rs.500
83.	Jai Singh	Foreman	Press	Rs.500
84.	Satvinder Singh	Proof Reader (Grade-I)	B.H. No. -7	Rs.500
85.	Narender Singh	Compositor	R&S branch	Rs.500
86.	Mohinder Pal	Senior Binder	Press	Rs.500
87.	Suresh Singh	Senior Binder	Press	Rs.500
88.	Suresh Kumar	Distributor	Press	Rs.500
89.	Surender Kumar	Distributor	Press	Rs.500
90.	Hamid Khan	Senior Binder	Press	Rs.500
91.	Jag Pal	Compositor	Academic	Rs.500
92.	Main Pal	Compositor	Press	Rs.500
93.	Attar Singh	Offset Machine Operator	Secrecy	Rs.500
94.	Joginder Singh	Distributor	Press	Rs.500
95.	Rajinder Lal	Compositor	Press	Rs.500
96.	Raj Kumar	Plate Grainer	Press	Rs.500

97.	Diwan Singh	Compositor	B.H.No.- IV	Rs.500
98.	Satyawan	Senior machineman	Press	Rs.500
99.	Ram Parsad	Process Camera Operator	Press	Rs.500
100.	Rajbir Singh Sangwan	Plate Maker	Press	Rs.500
101.	Kamlesh Kumar	Senior Binder	Press	Rs.500
102.	Satyawan Sharma	Compositor	Conduct	Rs.500
103.	Puran Singh	Junior Binder	R-II	Rs.500
104.	Raj Bala	Inker Offset	G.H.No.4	Rs.500
105.	Bhu Dutt	Offset Machine Operator	Press	Rs.500
106.	Ram Bhaj Atri	Plate Maker	Press	Rs.500
107.	Sunita	Plate Grainer	R-IV	Rs.500
108.	Inder Jeet	Offset machine Operator	Press	Rs.500
109.	Sanjay Kumar	Offset Machine Operator	R-IV	Rs.500
110.	Jaswant Singh	Helper (Press)	Accounts	Rs.500

Undertaking

This is to certify that I, _____ S/o/D/o Sh.
_____, working on the post of
_____ in the Department/Office will purchase the Apron from
the amount transferred by the University for wearing during the office hours on all
working days and that I am presently using the items so provided.

Signature of Employee _____

Employee No. _____

Deptt./Office _____

Mobile No. _____