



# MAHARSHI DAYANAND UNIVERSITY ROHTAK

(Established under Haryana Act No. XXV of 1975)  
'A' Grade University accredited by NAAC

## ADMINISTRATIVE STAFF COLLEGE

### NOTICE

It is notified for information of all Branch Officers, Superintendents and Assistants working in the University that an online Orientation Programme on "How to settle Audit Paras/Requisitions expeditiously" has been arranged for 23.07.2021 at 02:00 PM. Shri N.R. Sharma, Financial Advisor (former Director, Local Audit, Haryana) and Shri A.S. Arora, former Joint Director (Audit) shall be the key-note speakers on the occasion.

As per orders of the University Authorities, all the Branch Officers, Superintendents and Assistants working in the University are requested to attend the programme on 23.07.2021 at 02:00 PM online through the link to be provided by the University Computer Centre on or before 22.07.2021.

*Handwritten signature*  
20.07.2021  
Course Coordinator  
Administrative Staff College

Endst.No.ASC/RO/2021/ 1585-1684 Dated: 20.07.2021

A copy of the above is forwarded to the following with the request to get the above contents of the notice noted from all the Superintendents and Assistants working under their control for attending the programme online:

1. All the Heads/Directors of University Teaching Departments, M.D. University, Rohtak.
2. All the Branch/Controlling Officers, M.D. University, Rohtak.
3. The Director, University Computer Centre, M.D. University, Rohtak with the request to generate the weblink for the above said Orientation Programme and circulate to all concerned on or before 22.07.2021.
4. OSD to Vice-Chancellor/Registrar for kind information of the Vice-Chancellor/Registrar, M.D. University, Rohtak.
5. P.A. to Dean, Academic Affairs/Controller of Examinations for kind information of the Dean, Academic Affairs/Controller of Examinations, M.D. University, Rohtak.

*Handwritten signature*  
20.07.2021  
Course Coordinator  
Administrative Staff College