



MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]
Dr Ambedkar Administrative Building, Near OP Thana, Motihari - 845 401, District - East Champaran, Bihar

F. No. 2-1/MGCUB/GA/2016

Dated: 19th May 2022


OFFICE ORDER

1. In supersession of earlier Office Order dated 11th March 2021 issued by the office of undersigned in this regard, the Competent Authority has been pleased to re-constitute **Stock Verification Committee** of the University comprising following officials for Physical Stock Verification of all Consumable and Non-Consumable assets/items available in the University:
 - i. **Prof. Sunil Kumar Srivastava**, Dept. of Physics ... **Chairman;**
 - ii. **Prof. Rafique Ul Islam**, Dept. of Chemistry;
 - iii. **Prof. Ranjeet Kumar Choudhary**, Dept. of Library & Information Science;
 - iv. **Dr. Subrata Roy**, Dept. of Commerce;
 - v. **Dr. Kailash Chandra Pradhan**, Dept. of Economics;
 - vi. **Mr. Sachchida Nand Singh**, Deputy Registrar (Estt.); and
 - vii. **Mr. Ajeet Kumar**, Section Officer (Finance) ... **Member Secretary.**
2. The above committee will physically verify all Consumable and Non-Consumable assets/items available in the various Departments/Offices with reference to the Stock Register/data available with Finance Section, right from the inception of the University.
3. All Campus Directors/Deans/Heads/concerned officials of various sections/coordinators must share data and let the committee verify the assets.
4. The aforesaid committees will prepare its report within 10 (Ten) days and submit the same to the office of the undersigned on or before **30.05.2022 (Monday)** positively.
5. This is issued with approval of the Competent Authority of the University.


[PROF. RAJEEV KUMAR]
OSD (Administration)

Copy of the above forwarded to the following for information and necessary action please:

1. Individuals Concerned
2. The OSD Finance/Controller of Examinations, MGCU
3. All the Deans of different Schools/ Dean (R & D Cell)/Campus Directors/Coordinators, MGCU
4. The Proctor/ Provost/ Warden/ Incharge Sports Officer/ Procurement Officer
5. All the Heads of the different Departments, MGCU
6. Deputy Registrar/Section Officers, MGCU
7. The Incharge, University Website - with the request to upload the same on the University website
8. PS to the Vice-Chancellor- for kind information of the Hon'ble Vice-Chancellor please.


[DINESH HOODA]
Section Officer