



# 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: 17<sup>th</sup> October 2022

## OFFICE ORDER

1. In supersession of earlier Office Orders issued in this regard and for smooth functioning of Atal Bihari Vajpayee Central Library of the University, the Competent Authority has been pleased to appoint **Dr Madhu Patel**, Assistant Professor, Department of Library and Information Science as **Assistant Librarian I/c** for a period of **three years** with immediate effect or till further orders, whichever is earlier.
2. **Dr Madhu Patel** shall carry out the duties and responsibilities of Assistant Librarian I/c under the supervision of Librarian I/c of the University and this shall be in addition to the academic and administrative duties already assigned to her. She shall not be paid any honorarium for this additional responsibilities.
3. This is issued with the approval of the Competent Authority.

  
[SACHCHIDA NAND SINGH]  
OSD (Administration)

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

1. Dr Madhu Patel, Assistant Professor, Dept. of Library & Info. Science, MGCU - with the request to take over the charge of the Assistant Librarian I/c from Dr Bhaw Nath Pandey, Assistant Professor, Dept. of Library and Info. Sc.
2. Dr Bhaw Nath Pandey, Assistant Professor, Dept. of Library & Info. Science, MGCU - with the request to hand over the charge of the Assistant Librarian I/c to Dr Madhu Patel, Assistant Professor, Dept. of Library and Info. Sc.
3. The Librarian I/c, MGCU
4. The OSD (Finance)/CoE/DSW/Campus Directors/Proctor/Dean, R&D/Coordinator, IQAC, MGCU
5. All Deans of different School, MGCU
6. All Heads of various Teaching Departments, MGCU
7. The Provost/Estate Officer, MGCU
8. Warden, Girls Hostel/Sports Officer/Deputy Registrar, MGCU
9. Member Secretary, University Website Committee, MGCU - with the request to upload/update the same on University Website
10. PRO/Hindi Officer/Section Officers, MGCU
11. PS to the Vice-Chancellor- for kind information of the Hon'ble Vice-Chancellor please.
12. Guard File



  
[DINESH HOODA]  
Section Officer