

JAMIA MILLIA ISLAMIA

(A Central University by an Act of Parliament)
Maulana Mohammed Ali Jauhar Marg, New Delhi-110025

जामिया मिल्लिया इस्लामिया

(संसदीय अधिनियमानुसार केन्द्रीय विश्वविद्यालय)
मौलाना मोहम्मद अली जौहर मार्ग, नई दिल्ली-110025

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Office of the Registrar

कुलसचिव कार्यालय

دفتر مسجل

No.03/L&O/RO/JMI/2016

August 29, 2016

NOTIFICATION

This is to notify for information of all concerned that the Executive Council in its Meeting held on 28.06.2016 vide its Resolution No.EC-2016(II):3.59 has approved the framing of new Ordinance 4-A (IV-A) [Administrative/General] captioned "Emoluments, Terms and Conditions of service of the Controller of Examinations" concerning role, status and powers of Controller of Examinations on the recommendation of the University's Academic Council vide its meeting held on 08.03.2016 [Resolution No.AC-2016(I):27].

The new Ordinance 4-A (IV-A) [Administrative/General] as approved would be read as shown in the Annexure.

(Dr. Abdul Malik)

Offg. Registrar

Copy for information to:-

1. All Deans of Faculties/DSW/Directors/Hony. Directors of the Centres/HoDs, JMI
2. The Finance Officer, JMI
3. The Controller of Examinations, JMI
4. The Chairperson, Standing Committee-ASO, JMI
5. The Hony. Director, FTK Centre for Information Technology, JMI
6. The Additional Director, FTK Centre for Information Technology, JMI - With the request to display on Jamia's Website.
7. The O.S.D. (Establishment), JMI
8. The Media Co-ordinator, JMI
9. The Hindi Officer, JMI - With the request to pursue uploading on University's website and updating the amendment in the relevant Ordinance.
10. The Secretary to the Vice-Chancellor, JMI
11. The Secretary to the Pro-Vice-Chancellor, JMI
12. The Asstt. Registrar (Legal & Ord.), JMI - With the request to incorporate in the appropriate place of the University's Ordinances.
13. The Asstt. Registrar (A&C), JMI
14. The Asstt. Registrar, Registrar's Secretariat, JMI
15. File /Folder

Assistant Registrar
(Legal & Ordinance)

Framing of new Ordinance 4-A (IV-A) [Administrative/General] captioned "Emoluments, Terms and Conditions of service of the Controller of Examinations" vide E.C. Resolution No.EC-2016(II):Reso-3.59 dated 28.06.2016

Ordinance 4-A (IV-A) {Administrative/General}

EMOLUMENTS, TERMS AND CONDITIONS OF SERVICE OF THE CONTROLLER OF EXAMINATIONS

1. The Controller of Examinations shall be a whole time salaried officer appointed on the basis of direct recruitment as per UGC qualifications and on the recommendation of a Selection Committee constituted for the purpose for a tenure of five years. The term may be renewed for a period of five years or less by the Executive Council. The Controller of Examinations shall be placed in the pay scale framed by the UGC and adopted by the Executive Council from time to time.
2. If the Controller of Examinations is appointed on deputation basis from Government or any other Government affiliated or public institution, the terms and conditions of his/her service shall be governed by the deputation rules of Govt. of India.
3. The Controller of Examinations who is appointed on deputation may be repatriated earlier than the stipulated period by the Executive Council on the recommendations of the Vice-Chancellor.
4. When the Office of the Controller of Examinations is vacated or when the Controller of Examinations is, by the reason of illness, absence or any other cause, unable to perform the duties of his office, the duties of the Office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
5. The Controller of Examinations shall be entitled to unfurnished residential accommodation for which he/she shall pay prescribed licence fee and also mobile phone and telephone service (with STD/ISD facility) at his/her residence as per ceiling fixed from time to time.
6. The Controller of Examinations shall be entitled to the facility of car between the office and his/her residence.

7. The Controller of Examinations shall be entitled to leave, allowances and other terminal benefits as prescribed by the University from time to time for its non-vocational staff.
8. The Controller of Examinations shall retire on attaining the age of 62 years.
9. Subject to the provision of the Acts, Statutes and Ordinances, the Controller of Examinations shall perform the duties in regard to the arrangements for the conduct of examinations and such duties and functions as may be assigned to him/her from time to time by the Executive Council/Vice-Chancellor.
10. The Controller of Examinations shall be responsible for making all arrangements necessary for holding examinations and entrance tests and declaration of results. It shall be his/her responsibility to:
 - (a) prepare and announce in advance, calendar of examinations.
 - (b) ensure secrecy regarding the setting and printing of question papers.
 - (c) ensure the proper conduct of the examination and timely publication of the examination results.


Registrar
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Jamia Nagar,
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