



**OFFICE OF THE REGISTRAR**  
**CHANDRA SHEKHAR AZAD UNIVERSITY OF AGRICULTURE AND TECHNOLOGY, KANPUR-208 002**

No. CSAU/R-NAAC-761/2022-23

Dated: May 23, 2022

**Office Circular**

It is needless to mention that several instructions and SOPs have already been passed vide earlier this office letter No. CSAU/R-NAAC- 241/2022-23 dated April 21, 2022; CSAU/R-NAAC- 255/2022-23 dated April 21, 2022; No. CSAU/R-175<sup>th</sup> (General)-309/2022-2 dated: April 26, 2022; CSAU/R/NAAC-348/2022-23 dated April 30, 2022; No. CSAU/R-NAAC-511/2022-23 dated May 10, 2022; CSAU/R- NAAC- 520/2022 dated May 11, 2022; CSAU/R- NAAC- 564/2022 dated May 17, 2022; CSAU/R- NAAC-604/2022 dated May 18, 2022; CSAU/R- NAAC- 605/2022 dated May 18, 2022; CSAU/R- NAAC- 606/2022 dated May 18, 2022; CSAU/R- NAAC- 607/2022 dated May 18, 2022; CSAU/R- NAAC- 612/2022 dated May 18, 2022 and CSAU/R- NAAC- 618/2022 dated May 19, 2022 regarding preparations and readiness for NAAC grading to the level of expectations of higher formation of the University. Now time has come to monitor the compliances ensured by all concerned.

In view of above, the undersigned is directed by the competent authority to inform you that Hon'ble Vice Chancellor will visit all Administrative offices/directorates/deans' offices/departments/sections/central library/transport/security/all nodal cells/classes/hostels/playgrounds (outdoor/indoor)/farms etc. to monitor rigorously about NAAC preparations and readiness. Any lapses reported during visit will be viewed seriously and responsibilities will be fixed accordingly. The salary increment for the year 2022 of the concerned officers/employees can also be held up, if required. The schedule of visit is mentioned as below;

Sl. No.	Particular	Date	Time
1.	Plant Pathology, Central Instrumentation Lab, Mushroom Unit, PR class room, Department of Agricultural Extension, Agricultural Economics & Statistics, Entomology, ER class room, Central Library and Bio Control Lab, Soil Science and Agricultural Chemistry, CR & BR class rooms, Placement, and SPO	01.06.2022	09.30 am to 01.00 pm
2.	Karpuri hostel, APJ Abdul Kalam hostel, Tilak hostel, Rajendra Prasad Hostel, Patel hostel and Recreation Hall,	01.06.2022	4.00 pm to 6.00 pm
3.	Estate office, RO plant, Transport office, College of Community Science All Girls hostels, Sexual Harassment Cell, Agricultural Museum, Sardar Patel Agricultural Education Museum, Human Dispensary, Directorate of Research, PIO, AKMU, Department of Genetics & Plant Breeding, Dean office, ABM, Examination Hall, Department of Biochemistry, All nodal offices/cells, Virtual Lab, Incubation Centre & NSS office	02.06.2022	09.30 am to 01.00 pm
4.	Security office, Subhash Chandra Bose hostel behind Karpuri Hostel, RSRP, Campus School, Jagdish Chandra Bose, Raman Hostel, Ambedkar & Bhagat Singh Hostel, Playground, Gymnasium, Badminton Hall and Shekhar and Varuna Hostel.	02.06.2022	4.00 pm to 6.00 pm
5.	SIF, Department of Agronomy, Participatory Seed Processing Plant,	03.06.2022	09.30 am to



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	Narendra Mohan Hall, Dairy, Department of Dairy and Animal Husbandry, Department of Soil Conservation and Water Management, College of Forestry, College of Horticulture and Directorate of Seed & Farms, University Engineering Office		01.00 pm
6.	Department of Vegetable Science, Seed Processing Plant, Oilseed & VDF farms	03.06.2022	4.00 pm to 6.00 pm
7.	Department of Seed Science & Technology, EBR, CRF Nawabganj, EB Oilseed, EB Legumes and Crop Physiology, Veterinary Hospital, Teachers' and Farmers' guest houses	04.06.2022	10.00 am to 12.00 pm
8.	Registrar office, Comptroller & DAM office, VVIP, VIP & International Guest House	04.06.2022	04.00 pm to 06.00 pm

(C. L. Maurya)

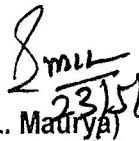
Registrar & Chairman, NAAC Committee

No. CSAU/R-NAAC/761/2022-23

Dated: May 23, 2022

Copy to the following for information and necessary action;

1. All Deans/Directors/Coordinators/Comptroller/Assistant Registrar
2. HoDs/Sectional Head/ In-charges/University Engineers/Estate Officer/Officer-in-Charge, Placement & Central Library/In-charge Transport/Guest House/Nodal Officer, ICAR/Store Purchase Officer
3. Chairman, Sexual Harassment Cell/SC-ST, Cell/Student's and Employee's Grievance Redressal Cell/In-charge, AKMU & Security Officer/Nodal Officer, PwD/OBC/SC-ST/ Minorities/In-charge, IGRS & Public Information/Wardens/Game Councilors.
4. Officer In-charge, AKMU for uploading on University website.
5. TS to VC for kind perusal to Hon'ble Vice Chancellor
6. Guard File, office of the Registrar

  
23/5/22

(C. L. Maurya)

Registrar & Chairman, NAAC Committee