



MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

(Accredited 'A' Grade by NAAC)

(Establishment and Recruitment Section - II)

No. MANUU/ER-II-335/EF.44/2021-22/ 1344

03 January 2022

OFFICE ORDER

Sub: 2nd Financial up-gradation of 03 Non-Teaching Employees under MACPs -Orders
– Issued –Reg.

Ref: Approval of the Vice Chancellor dated 03.01.2022

On the recommendations of the Screening Committee, the Vice Chancellor has accorded approval for 2nd financial up-gradation under Modified Assured Career Progression Scheme (MACPs) to the following three (03) Non-Teaching employees as detailed below:

| SN | ID No. | Name of the Employee | Designation | Date of 1 st MACP | Present Pay Matrix Level | Effective Date of 2 nd MACP | Pay Matrix Level after Upgradation |
|----|--------|----------------------|------------------|------------------------------|---------------------------|--|------------------------------------|
| 1 | 25 | Mr. Narayana Swamy | Office Attendant | 30.10.2011 | Level-02 (19900-63200) | 30.10.2021 | Level-03 (21700-69100) |
| 2 | 29 | Mr. Mamman Sher | Office Attendant | 30.10.2011 | Level-02 (19900-63200) | 30.10.2021 | Level-03 (21700-69100) |
| 3. | 34 | Mr. Mohd. Ghouse | Office Attendant | 30.10.2011 | Level-02 (19900-63200) | 30.10.2021 | Level-03 (21700-69100) |

2. The above up-gradation shall be subject to the orders issued by the University/UGC./MHRD from time to time.

3. The above Non-Teaching Employees are advised to exercise option under FR22 (I) a (i) to fix their pay in the higher grade within one month from the date of issue of this order. Option once exercised shall be final. If no option is exercised within the due date their pay will be fixed from the date of their promotion.

REGISTRAR

Copy to :

1. All concerned Non-Teaching Staff
2. All concerned Heads of the Departments/Sections/Schools/Centres/Offices/Institutions
3. Office of the VC/PVC/Registrar/FO
4. Director, CIT for uploading on the University website.
5. Personal files.
6. Concerned file.

FORM OF OPTION

(See Clause (a) (1) of F.R 22(1))

I, ID No.

hereby opt that my pay, on promotion/ upgradation as

with effect from may be fixed as under:-

* (a) My pay may be fixed in the higher post/Grade on the basis of clause of (a) (1) Of F.R.22-1 straightway from the date of promotion/upgradation without may further review on account of accrual increment in the pay scale of lower post.

*(b) My pay on promotion/upgradation , may initially be fixed at the stage on a time scale of the new post above and pay in the lower grade or post from which I am promoted /upgraded on regular basis, which may be fixed in accordance with clause (a (1) of F.R. 22-(I) on the date of accrual of next increment on in the time scale of the pay of the lower grade or post.

I also understand the option exercised by me is final as per clause (a) (1) of F.R. 22-1.

Date :-

Signature

Name.....

Designation.....

***To be scored out as per option**

Signature of the Head of Office.