



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/ 1345

03 January 2022

OFFICE ORDER

Sub: 1st Financial up-gradation of 31 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 1st financial up-gradation under Modified Assured Career Progression Scheme (MACPs) to the following thirty one (31) Non-Teaching employees as detailed below:

SN	ID No.	Name of the employee	Designation	Date of Joining in present post	Present Pay Matrix Level	Effective date of MACP	Pay matrix level after upgradation
1	141	Dr. Shafiq Ahmed Shaik	Assistant Registrar	26.09.2011	Level-10 (56100-177500)	25.09.2021	Level -11 (67700-208700)
2	101	Mr. Mohd Habeeb Khan	Assistant Registrar	17.08.2011	Level-10 (56100-177500)	16.08.2021	Level -11 (67700-208700)
3	13	Mr. Jawed Alam	Section Officer	18.08.2011	Level-07 (44900-142400)	17.08.2021	Level-08 (47600-151100)
4	51	Mrs. Babitha Rathod	Section Officer	18.08.2011	Level-07 (44900-142400)	17.08.2021	Level-08 (47600-151100)
5	566	Dr. Zafer Ahmad	Section Officer	09.09.2011	Level-07 (44900-142400)	08.09.2021	Level-08 (47600-151100)
6	293	Mr. Nayeem Ahmed	Section Officer	14.12.2011	Level-07 (44900-142400)	13.12.2021	Level-08 (47600-151100)
7	567	Mr. M.R. Rakesh	Instructor – ECE	25.08.2011	Level-07 (44900-142400)	24.08.2021	Level-08 (47600-151100)
8	167	Mr. Ghouse Pasha	Computer Operator	13.07.2011	Level-06 (35400-112400)	12.07.2021	Level-07 (44900-142400)
9	496	Mr. Syed Layeek Ahmed	Computer Operator	13.07.2011	Level-06 (35400-112400)	12.07.2021	Level-07 (44900-142400)
10	544	Mr. Zainulebuddin	Computer Operator	20.07.2011	Level-06 (35400-112400)	19.07.2021	Level-07 (44900-142400)
11	386	Mr. Mohieddin Shaik	Personal Assistant	13.07.2011	Level-06 (35400-112400)	12.07.2021	Level-07 (44900-142400)
12	547	Mr. E. Rupak Kumar	Personal Assistant	13.07.2011	Level-06 (35400-112400)	12.07.2021	Level-07 (44900-142400)
13	546	Dr. Md. Kareem	Research Assistant	13.07.2011	Level-06 (35400-112400)	12.07.2021	Level-07 (44900-142400)
14	550	Mr. Mohd. Gayasuddin	Technical Assistant	13.07.2011	Level-05 (29200-92300)	12.07.2021	Level-06 (35400-112400)
15	561	Mr. Mohd Yusuf	Semi Professional Assistant	18.07.2011	Level-05 (29200-92800)	17.07.2021	Level-06 (35400-112400)
16	552	Mr. Shaik Mastan Vali	Lab Assistant	15.07.2011	Level-04 (25500-81100)	14.07.2021	Level-05 (29200-92300)
17	560	Mr. Meraj Ahmad	Lab Assistant	21.07.2011	Level-04 (25500-81100)	20.07.2021	Level-05 (29200-92300)
18	562	Mr. Mustafa S.M	Lab Assistant	02.08.2011	Level-04 (25500-81100)	01.08.2021	Level-05 (29200-92300)

19	553	Mr. Sanaki Ravi	Lab Assistant	15.07.2011	Level-04 (25500-81100)	14.07.2021	Level-05 (29200-92300)
20	551	Mr. Mohd. Abdul Muqtadeer	Lab Assistant	13.07.2011	Level-04 (25500-81100)	12.07.2021	Level-05 (29200-92300)
21	578	Mrs. Gutam Sudha Rani	Stenographer	02.09.2011	Level-04 (25500-81100)	01.09.2021	Level-05 (29200-92300)
22	569	Mr. Javed Akhtar	Upper Division Clerk	11.08.2011	Level-04 (25500-81100)	10.08.2021	Level-05 (29200-92300)
23	558	Mr. Mohammed Siddiq	Electrician	18.07.2011	Level-04 (25500-81100)	17.07.2021	Level-05 (29200-92300)
24	563	Mr. Khaja Maqatar Ahmed	Electrician	18.07.2011	Level-04 (25500-81100)	17.07.2021	Level-05 (29200-92300)
25	557	Mr. Boda Jyothi Ester	Lower Division Clerk	13.07.2011	Level-02 (19900-63200)	12.07.2021	Level-03 (21700-69100)
26	539	Mr. M.A. Nawaz	Lower Division Clerk	18.07.2011	Level-02 (19900-63200)	17.07.2021	Level-03 (21700-69100)
27	555	Mr. Habeebuddin	Lower Division Clerk	21.07.2011	Level-02 (19900-63200)	20.07.2021	Level-03 (21700-69100)
28	484	Mr. Syed Hussain	Driver	11.07.2011	Level-02 (19900-63200)	10.07.2021	Level-03 (21700-69100)
29	367	Mr. Dharamjeet Kumar	Lower Division Clerk	08.08.2011	Level-02 (19900-63200)	07.08.2021	Level-03 (21700-69100)
30	559	Mr. J. Ramesh Naik	Office Attendant	13.07.2011	Level-01 (18000-56900)	12.07.2021	Level-02 (19900-63200)
31	545	Mr. Basavaraj K	Lab Attendant	21.07.2011	Level-01 (18000-56900)	20.07.2021	Level-02 (19900-63200)

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.

Sally 3/1/22
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.