

مولا نا آزاد نيشنل اردو يونيورسٽي
MAULANA AZAD NATIONAL URDU UNIVERSITY

Gachibowli, Hyderabad – 500 032, Telangana, India
(A Central University)

ESTABLISHMEN & RECRUITMENT – II SECTION



No. MANUU/ER-I(B)/F.280/2019-20/1006

22nd September 2019

OFFICE ORDER

Sub: Sanction of Dress Allowance to the eligible Non-Teaching employees as per 7th CPC recommendation – Reg.

- Ref: 1) UGC letter D.O.No.11-1/2017 (CU) dated 13th May 2019.
2) Dept. of Expenditure (MoF) O.M No.19051/1/2017-E.IV, dated 02.08.2017.
3) Approval of the Vice-Chancellor dated 18.09.2019.

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In pursuance of the UGC letter 1st cited and in supersession of the existing orders related to Uniform, Liveries, Shoe Allowance, Stitching Charges, Washing Allowance etc. which have been subsumed in single Dress Allowance, approval is hereby accorded for revision of 'Dress Allowance' to the eligible Non-teaching employees in the University for the financial year 2019-20.

2. Accordingly, the following categories of Non-teaching employees have been sanctioned Dress Allowance:

Sl.No.	Category	Designation	Amount per annum
1	I	Nursing Officers	₹21,600/- (1800x12)
2	II	Drivers	₹5,000/-
3	III	Multi Task Staff (Office Attendants/ Lab Attendants / Library Attendants / Hostel Attendants / Workshop Attendants / Hostel/Kitchen Attendants	₹5,000/-

3. In the case of Medical Officers, Lab Technician and X-Ray Technician working in the University Health Centre, overcoat will be provided through Purchase Section.

4. In the case of Guest House Staff, Uniform shall be provided through Purchase Section.

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5. The payment of Dress Allowance in respect of the eligible Non-teaching employees shall be governed by the following conditions:

- (i) The colour of Uniform shall be common for each category of eligible employees working in Main campus/Off-campus/offices of the University as decided earlier.
- (ii) The Dress Allowance shall be credited to the salary of employees directly once a year in the month of July.
- (iii) The Categories of employees eligible to draw the Dress Allowance are required to maintain and wear the uniform regularly failing which the payment of Dress Allowance for the succeeding year shall be disallowed. An undertaking for the purpose shall be obtained from the concerned staff.
- (iv) The rates of Dress Allowance will go up by 25% each time when the Dearness Allowance rises by 50%.



**Assistant Registrar
(ER-II)**

Copy to :-

1. V.C./PVC/Registrar's Offices
2. Finance Officer, F&A Section for releasing the payment accordingly
3. All Heads of the Sections/Dept/Centre/Institutes/Schools Etc.
4. The Director, CIT for uploading on the University website
5. Concerned file

**List of Eligible Non-Teaching Employees for payment of Dress Allowance
from the financial year 2019-20**

(i) Nursing Officers :-

SN	Name of the Nursing Officer	Place of work	Amount Per Annum
1.	Mr. Sanjay Kumar Dayanand	Health Centre	21,600/- (1800x12)
2.	Ms. Asma Banu	Health Centre	21,600/- (1800x12)

(ii) Drivers :-

SN	Name of the Driver	Place of Work	Amount Per Annum in `
1.	Mr. K.T. Raju	Estate/Transport Section	5,000/-
2.	Mr. G. Ramchander	Estate/Transport Section	5,000/-
3.	Mr. Zaheen Ahmed	R.C. Delhi	5,000/-
4.	Mr. Syed Ghouse	Estate/Transport Section	5,000/-
5.	Mr. Abdul Hafeez	Estate/Transport Section	5,000/-
6.	Mr. G. Kumar	Estate/Transport Section	5,000/-
7.	Mr. Syed Hussain	Estate/Transport Section	5,000/-

(iii) Multi Task Staff (Office Attendants/ Lab Attendants/ Library Attendants/ Hostel Attendants/ Workshop Attendants/ Hostel/Kitchen Attendants) :-

SN	Name	Place of Work	Amount Per Annum in `
1	Mrs. Mallika	Dept of Education and Training	5,000/-
2	Mr. Mohd Ghouse	CSE Coaching Academy	5,000/-
3	Mr. Mamman Sher	R.C. Delhi	5,000/-
4	Mr. K Narayana Swamy	UGC-HRDC	5,000/-
5	Mr. Rupesh Kumar	Polytechnic, Hyderabad	5,000/-
6	Mr. B. Sreenivas Reddy	CPDUMT	5,000/-
7	Ms. Haleema Begum	ITI, Hyderabad	5,000/-
8	Mr. J. Devender	Dept of English	5,000/-
9	Mr. Abdul Razzak	Model School, Hyderabad	5,000/-
10	Mr. Dhananjay Mandal	R.C. Patna	5,000/-
11	Ms. Sameera Ali	R.C. Srinagar	5,000/-

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12	Mr. Tasdeeq Ahmed Shah	R.C. Srinagar	5,000/-
13	Mr. Qamaruzzama Ansari	R.C. Bhopal	5,000/-
14	Mr. Mohd Basharat Kareem	R.C. Darbhanga	5,000/-
15	Mr. A Sujeeth Kumar	MCJ	5,000/-
16	Mr. Kamatam Mahesh	IMC	5,000/-
17	Mr. Dinanath Paswan	CTE, Darbhanga	5,000/-
18	Mr. Mohd Iqbal	SRC, Jammu	5,000/-
19	Mr. Rajeev Kumar Gaur	R.C. Delhi	5,000/-
20	Mr. Maisan Mohan Rao	Dept of Hindi	5,000/-
21	Mr. Mohd Ezaz	Dept of Arabic	5,000/-
22	Mr. Kiran Kumar K	PVC Office	5,000/-
23	Mr. Menga Ravi Kumar	Estate Section	5,000/-
24	Mr. Mohd Imtiyaz	Dept of Sociology	5,000/-
25	Mr. Mohd Javeed	Engineering section	5,000/-
26	Mr. Mohd Shabeer	Model School, Hyderabad	5,000/-
27	Mr. Siddeeq Ahmed	Engineering section	5,000/-
28	Mr. P. Narsing Rao	DDE	5,000/-
29	Mr. Abdul Majeed	Saiyid Hamid Library	5,000/-
30	Mr. T.M. Shameel	R.C. Bangalore	5,000/-
31	Mr. Mohd Shafi Ur Rahman	Dept of Persian	5,000/-
32	Mr. M A Imran Pasha	Dept of Zoology	5,000/-
33	Mr. Rizwan Ahmed	R.C. Mumbai	5,000/-
34	Mr. Fazal Ur Rahman	CTE, Bhopal	5,000/-
35	Mr. Ram Kalap	DSW	5,000/-
36	Mr. Mohd Tamanna	CTE, Darbhanga	5,000/-
37	Mr. Syed Yousuf Razvi	Polytechnic, Hyderabad	5,000/-
38	Mr. Mansur Alam	R.C. Patna	5,000/-
39	Mr. Rajesh Kumar	Academic section	5,000/-
40	Mr. Shaik Mohammed Ataullah	ITI, Darbhanga	5,000/-
41	Mr. Mohd Akram Ali	M.S. Darbhanga	5,000/-
42	Mr. Ajeet Kumar Pandey	R.C. Ranchi	5,000/-

43	Mr. Bhutan Kumar Mahato	Lucknow Campus	5,000/-
44	Mr. Manoj Jamadar	Polytechnic, Darbhanga	5,000/-
45	Ms. G. Sirisha	Saiyid Hamid Library	5,000/-
46	Mr. J.Ramesh Naik	IAO	5,000/-
47	Mr. Sudheer Kumar	R.C.Delhi	5,000/-
48	Mr. K Lakshmana	Estate Section	5,000/-
49	Mr. Syed Ateef	Dean, School of Sciences	5,000/-
50	Mr. Hafijullah	CTE, Sambhal	5,000/-
51	Mr. Abdul Razzak I Manik	R.C. Mumbai	5,000/-
52	Mr. Mohd Arshad Ali	R.C. Darbhanga	5,000/-
53	Mr. Mohd Ishtiyag	R.C. Kolkata	5,000/-
54	Mr. Shaik Abdul Habeeb Areef	Dept of Education and Training	5,000/-
55	Mr. Mohd Saleem	SLL&I	5,000/-
56	Mr. M A Shoukat Pasha	CSSEIP	5,000/-
57	Mr. Mohd Abdul Muqreed	Provost office	5,000/-
58	Mr. Swadesh Kumar	Polytechnic, Hyderabad	5,000/-
59	Mr. Mohd Imran	Saiyid Hamid Library	5,000/-
60	Mr. Mujeeb Ur Rahman	ITI, Bangalore	5,000/-
61	Mr. Mohd Mustafa Ali	Saiyid Hamid Library	5,000/-
62	Mr. Akhlaque Rahman	M.S Nuh	5,000/-
63	Mr. Mohd Faisal	Saiyid Hamid Library	5,000/-
64	Mr. Mohd Mujeeb Khan	Saiyid Hamid Library	5,000/-
65	Mrs. Fatima Begum	DWE	5,000/-
66	Mr. Obaisur Rahman	CTE, Darbhanga	5,000/
67	Mr. Shabbir Ahmed	CTE, Bhopal	5,000/
68	Mr. Adil Pasha	Dept of Botany	5,000/
69	Mr. Noorie Salma	Polytechnic, Bangalore	5,000/
70	Mr. Nawaz Ahmed	M.S. Darbhanga	5,000/
71	Mr. Junaid Alam	Polytechnic, Darbhanga	5,000/
72	Mr. S. Venkat Narayana	Polytechnic, Hyd	5,000/
73	Mr. Jaibir Singh	Model Scholl Nuh	5,000/
74	Mr. Ravi Kanchi	Polytechnic, Bangalore	5,000/
75	Mr. Mahboob GB	ITI, Bangalore	5,000/
76	Mr. Basavaraj K	Polytechnic, Bangalore	5,000/

77	Mr. Som Prakash Kumar	Polytechnic, Darbhanga	5,000/
78	Mr. Md Yousuf Sharif	Registrar office	5,000/
79	Mr. Nandika Srikanth Reddy	Dept. of Chemistry	5,000/
80	Mr. Shaik Faisal	Registrar office	5,000/
81	Mrs. Venkata Lakshmi	UGC-HRDC	5,000/



Asst. Registrar
ER.II