



No. MANUU/H.C/2022/1823

Date: 02nd November, 2022.

CIRCULAR

SECTION 3(3) OF OFFICIAL LANGUAGES ACT, 1963, both Hindi and English shall be used for all official work in the offices controlled by the Central Government.

Under section 3(3) of the Official Language Act, Resolutions, General Orders, Rules, Notifications, Administrative and Other Reports, Press Communiqués, Administrative and Other Reports and Official Papers to be laid before a House or Houses of Parliament, Contract, Agreements, Licenses, Permits, Tender Notices and Forms of Tender should invariably be, issued bilingually. For any violation, the officer signing such documents will be held responsible.

Accordingly, all the Deans/Heads of the Department / Section Heads / Incharge are here by requested to take note of the above provisions under Official Language Act, 1963 in regard to their official work.

This Circular is issued with the approval of the Competent Authority.

[Signature]
I/c Registrar
[Signature]

Copy To:

1. O/o V.C /Registrar/OSD-I/OSD-II/F.O./COE
2. All the Heads of the Dept./Sections/Incharge
3. Director, CIT for uploading on University Website (4) Concerned file

Hindi Version follows