



मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी
MAULANA AZAD NATIONAL URDU UNIVERSITY
 A Central University under Ministry of Education
 Government of India



स्थापना एवं भर्ती - II अनुभाग / Establishment & Recruitment - II Section

सं./No. MANUU/ER-II/EF.318/2024-25/ 601

16th July 2025

कार्यालय आदेश/OFFICE ORDER

विषय/Sub: Sanction of Dress Allowance to the eligible Non-Teaching employees –
 Orders – Issued.

संदर्भ /Ref: Approval of the Vice Chancellor dated 14.07.2025

The Competent Authority has accorded approval for sanction of Dress Allowance to (104) eligible Non-Teaching employees w.e.f 01.07.2025 as mentioned in the list annexed herewith at the following rates:

SN	Category	Designation	Amount per annum ₹
1	I	Medical Officer/Lab Technician/X-Ray Technician & Pharmacist	6,250/-
2	II	Nursing Officer @ Rs.2250 x 12)	27,000/-
3	III	Drivers	6,250/-
4.	IV	Multi Task Staff (Cooks/Office Attendants/Lab Attendants/Library Attendants/ Hostel Attendants/ Workshop Attendants/ Kitchen Attendants	6,250/-

2. Further, the eligibility to Dress Allowance shall be subject to condition that Head/Incharge of the employee concerned certifies on the monthly attendance sent to F&A Section and ER-II Section that the employee has been regularly wearing the Uniform during the period covered under statement of attendance.

3. Therefore, all the above eligible Non-Teaching employees are hereby directed to submit an undertaking duly certified by the concerned Heads/Incharges to the Finance & Accounts Section on or before 28.07.2025 (copy of the undertaking enclosed) for release of payment.

// By Order //


 सहायक कुलसचिव /Asst. Registrar
 Establishment and Recruitment -II

प्रतिलिपि /Copy to:-

1. Offices of V.C/Registrar/OSD-I/OSD-II
2. The Finance Officer for release of payment
3. All Heads of Schools/Departments/Centres/Institutes/Sections
4. All the eligible Non-Teaching Employees
5. Director, CIT for uploading on the University website.
6. Concerned file.

UNDERTAKING

I _____ designation _____

Department / Section / Centre _____ undertake that I will
attend the office in uniform as prescribed by the University vide order No.
MANUU/ER-II/EF.318/2025-26/ , dated .07.2025 failing which my Dress
Allowance may be withdrawn.

Signature: _____

Name: _____

ID No: _____

Designation: _____

Place of work: _____