

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
 A Central University under Ministry of Education
 Government of India



**Minutes of the Official Language Implementation Committee Meeting held on 20.08.2024,
 at 11:30 am.**

The following members were present:

1. Prof. Syed Najamul Hasan, **Chairperson**
Professor, School of Sciences
2. Dr. Shagufta Perveen, **Member / Convenor**
Hindi Officer, Hindi Cell
3. Prof. Patan Rahim Khan, **Member**
Professor, Dept. of Hindi
4. Dr. Ashwani, **Member**
Associate Professor, Dept. of Education & Training
5. Dr. Shahid Jamal, **Member**
Asst. Prof., Centre for Deccan Studies
6. Dr. Boska Bhagyamma, **Member**
Asst. Professor, Dept. of Education & Training

At the outset Convenor welcomed all the Members of the Official Language Implementation Committee.

Thereafter the agenda items were taken up for discussion.

Item- 1. Review of the past activities of the Hindi Cell.

As desired by the Chairperson, Hindi Officer, briefed the members about past activities and achievements of the Hindi Cell.

- It was informed that, all the candidates of Eighth(8th) batch(January-May, 2024 session) of Hindi Parangat course under Hindi Teaching Scheme have successfully Qualified the Examination.
- It was informed that the certificates of the trainees who passed the fifth and sixth batch of Hindi Parangat Course under Hindi Teaching Scheme have been received from Hindi Teaching Scheme and Central Hindi Training Sub-Institute, Official Language Department, Home Ministry, Govt. of India.
- Circular related to section 3(3) of the Official Language Act, 1963 has been circulated in all the Departments and sections.
- It was informed that the Hindi Cell is preparing the notifications, orders, notices, circulars, standard forms etc. in bilingual form and uploading them on the University website from time to time.
- It was informed that the Hindi website of the university is being updated regularly by the Hindi Cell.

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 Cor. B. Bhagyamma

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Item- 2. To promote progressive use of official language Hindi in the University offices.

Members opined to circulate the circular issued by Rajbhasha Vibhag, Ministry of Home Affairs, New Delhi to all the departments and sections and make them aware about the implementation of Annual Program 2024-25 and also to aware regarding Section 3(3) of the Official Language Act, 1963 for promotion of Official language(Hindi) in all office work. Hindi Pragya and Parangat passed trainees should also extend their cooperation.

The members suggested that administrative phrases should be written on the notice board weekly once to promote the progressive use of Hindi.

The members suggested that, as per the Rule 5 of the Official Language Act, 1976, efforts should be made to reply in Hindi to the letters received in Hindi from the Govt. offices and other institutions, otherwise it will be violation of the rules.

Item- 3. To Discuss on regarding Quarterly Progress Report.

All the members of the committee were informed that, Quarterly Progress Report till June, 2024 has been sent to the Rajbhasha Vibhag, Ministry of Home Affairs. Members expressed their satisfaction.

Item- 4. To discuss on Hindi Diwas / week / Fortnight.

The members suggested to celebrate Hindi Week-2024 from 11.09.2024 to 17.09.2024 and organize some online/offline programs/competitions (Translation of Administrative Phrases, Quiz and workshop) for the employees.

The members suggested that, through PPT, "Best wishes for Hindi Diwas" and quotes related to Hindi language should be displayed on the LED Screen near the main gate of the University.

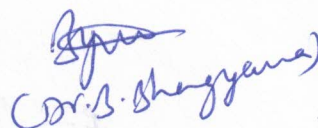
Item-5. Any other item with permission of the Chair.

- To encourage the promotion of the use of Hindi by providing information related to the implementation of Official Language Annual Programme 2024-25 in the offices of all departments.
- To provide information related to the use of Hindi fonts by visiting all the sections.

The meeting ended with a vote of thanks to the chair.

 21/08/24

Hindi Officer
Member / Convenor
MANUU, Hyderabad


Conv. B. Shargama



 21/8/24