

# MANUAL 5

## Rules, regulations, instructions, manuals and records for discharging functions

[Section 4(1)(b)(v)]

List of approved Statutes, Ordinances and Regulations

S.No.	Name of the act, rules, regulations etc.	Brief gist of the contents.	Reference No. if any (Date of Gazette Notification)	Price in case of priced publications.
1.	<b>Guru Gobind Singh Indraprastha University Act, 1998</b>	Contains all provisions under which the University has been established as an affiliating and teaching university.	28 <sup>th</sup> July 1998	Rs. 100/-
2.	<b>FIRST STATUTES</b>	Incorporated in the Act itself. The first Statutes are those statutes (Statutes 1 to 23) made by the Govt. with the prior approval of the Chancellor within thirty days of the notification of the University Act.	20 <sup>th</sup> August 1998	
3.	<b>STATUTES</b>			
(i)	Statute 24	Conditions of affiliation	16 <sup>th</sup> February 2000	--
(ii)	Statute 25	Special Mode of Appointment	20 <sup>th</sup> April 2000	--
(iii)	Statute 26 (revised)	Fee to be charged from affiliated institutions	31 <sup>st</sup> May 2005	--
(iv)	Statute 27	Tuition fee to be charged from students	18 <sup>th</sup> September 2002	--
(v)	Statute 28	Composition of Board of Management	18 <sup>th</sup> September 2002	--
(vi)	Statute 29	Composition of the Court	2 <sup>nd</sup> December 2004	--
(vii)	Statute 30	Relating to accepting benefactions, donations	2 <sup>nd</sup> December 2004	--

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		and gifts from persons by the University and to name after them such Chairs, Institutions, Buildings and the like.		
(viii)	Statute 31	Service rules for teaching staff	2 <sup>nd</sup> December 2004	--
(ix)	Statute 32	Service rules for non-teaching employees	2 <sup>nd</sup> December 2004	--

**AMENDMENT IN STATUTES (Approved by Board of Management and Chancellor and notified in Delhi Gazette)**

(i)	Amendment in Statute 10, Clause 2(o)	Powers of Board of Management	16 <sup>th</sup> February 2000	--
(ii)	Amendment in Statute 16, Clause (4)	Selection Committee for posts other than Academic Staff	16 <sup>th</sup> February 2000	--
(iii)	Addition of Clause 2(1)(h) in Statute 2(1)	Definition of Academic Staff	20 <sup>th</sup> April 2000	--
(iv)	Amendment in Statute 4, Clause (1) and Clause (8)	Powers and functions of Vice Chancellor	11 <sup>th</sup> October 2000	--
(v)	Addition of Clause (3) in Statute 16	Selection Committee for heads of institutions	16 <sup>th</sup> November 2000	--
(vi)	Insertion of Clause 3(A) in Statute 3	The Chancellor and functions	29 <sup>th</sup> January 2001	--
(vii)	Amendment in Statute 11, Clause (1)(iv) and Clause (3)	Composition of Academic Council	18 <sup>th</sup> September 2002	--
(viii)	Amendment in Statute 6(2) of First Statutes	Providing for age upto which a Dean may hold office	20 <sup>th</sup> December 2005 Corrigendum issued on 1 <sup>st</sup> September 2006	--
(ix)	Amendment in Clauses 16.1. and 16.2 of Statute 31	Relating to service conditions of teachers of the University <b>concerning enhancement in the age of superannuation and re-employment of teachers</b>	20 <sup>th</sup> December 2005 <b>Amendment again approved in 36<sup>th</sup> meeting of Board of Management &amp;</b>  <b>Notified on 25<sup>th</sup> Feb 2008</b>	--

(x)	Amendment in <b>Statute 3</b>	Appointment of Vice Chancellor	<b>26<sup>th</sup> June 2008</b>	--
(xi)	Amendment in clause <b>1(a)(ii) of Statute 26</b>	Provisional Affiliation fee	<b>Notified on 27<sup>th</sup> March 2009</b>	--

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4.	<b>ORDINANCES</b>			
(i)	First Ordinance	Relating to the procedure for considering proposals for affiliation of colleges and institutions to the University	1 <sup>st</sup> November 1999	--
(ii)	Ordinance 2	Creation of Schools of Studies	10 <sup>th</sup> March, 2005	--
(iii)	Ordinance 3	Maintenance of discipline among students	10 <sup>th</sup> March, 2005	--
(iv)	Ordinance 4	Contributory Provident Fund-cum-Gratuity Scheme	10 <sup>th</sup> March, 2005	--
(v)	Ordinance 5	Institution of Medals, Prizes and Awards to the outstanding students	10 <sup>th</sup> March, 2005	--
(vi)	Ordinance 6	Confirmation	10 <sup>th</sup> March, 2005	--
(vii)	Ordinance 7 (Revised)	Migration of students	10 <sup>th</sup> March, 2005 Revised notification dated 1 <sup>st</sup> August 2006	--
(viii)	Ordinance 8	Appointment of Qualified Staff/ Recognition of Teachers	10 <sup>th</sup> March, 2005	--
(ix)	Ordinance 9	Convocation	10 <sup>th</sup> March, 2005	--
(x)	Ordinance 10	Conduct and Evaluation of Examinations for programmes leading to all Bachelor's degrees following the annual system of examination	10 <sup>th</sup> March, 2005	--
(xi)	Ordinance 11	Conduct and Evaluation	10 <sup>th</sup> March, 2005	--

S.No.	Name of the act, rules, regulations etc.	Brief gist of the contents.	Reference No. if any (Date of Gazette Notification)	Price in case of priced publications.
		of examinations for programmes leading to all Bachelor's/ Master's Degrees and Under-Graduate/ Post-Graduate Diplomas following Semester System		
(xii)	Ordinance 12  <b>(Revised Ordinance 12)</b>	Governing programmes leading to Degree of Doctor of Philosophy	10 <sup>th</sup> March, 2005  <b>Notification of revised Ph.D. ordinance is under process</b>	--
(xiii)	Ordinance 13	Emoluments, terms and conditions of service of Registrars	10 <sup>th</sup> March, 2005	-
(xiv)	Ordinance 14	Appointment on contract basis or equivalent	10 <sup>th</sup> March, 2005	--
(xv)	Ordinance 15	Conduct and evaluation of examinations for the programme to MBBS	10 <sup>th</sup> March, 2005	--
(xvi)	Ordinance 16	Conduct and evaluation of examinations for the programmes leading to Post Graduate Diplomas, Post Graduate Degrees, (MD/MS : Doctor of Medicine/ Master of Surgery) and Post Doctoral Degrees (D.M./ M.Ch: Directorate in Medicine/ Magister of Chirurgiae)	10 <sup>th</sup> March, 2005	--
(xvii)	Ordinance 17	Prevention of Sexual Harassment	10 <sup>th</sup> March, 2005	--
(xviii)	Ordinance 18 (Revised)	Alternative qualifications and experience for Recognition of serving	10 <sup>th</sup> March, 2005 Revised notification dated 1 <sup>st</sup> August 2006	--

<b>S.No.</b>	<b>Name of the act, rules, regulations etc.</b>	<b>Brief gist of the contents.</b>	<b>Reference No. if any (Date of Gazette Notification)</b>	<b>Price in case of priced publications.</b>
		specialists as teachers in the Vardhman Mahavir Medical College, New Delhi		
(xix)	Ordinance 19	Maintenance of Mahila Institute of Technology	10 <sup>th</sup> March, 2005	--
(xx)	Ordinance 20	Conduct and evaluation of examinations for Master's Degree programme in Human Resource Planning & Development	10 <sup>th</sup> March, 2005	--
(xxi)	Ordinance 21	Conduct and evaluation of examinations for Master's Degree programmes in (i) Archaeology & Heritage Management (ii) Conservation, Preservation & Heritage Management	10 <sup>th</sup> March, 2005	--
(xxii)	Ordinance 22	Conduct and evaluation of examinations for the programme leading to BHMS. (Bachelor of Homoeopathic Medicine & Surgery)	10 <sup>th</sup> March, 2005	--
(xxiii)	Ordinance 23	Conduct and evaluation of examinations for Bachelor's Degree programme in Rehabilitation Therapy	10 <sup>th</sup> March, 2005	--
(xxiv)	Ordinance 24	Conduct and evaluation of examinations for Bachelor's Degree programme in Audiology and Speech Language Pathology	10 <sup>th</sup> March, 2005	--
(xxv)	Ordinance 25	Conduct and evaluation of examinations for Weekend programme leading to all Bachelor's	10 <sup>th</sup> March, 2005	--

S.No.	Name of the act, rules, regulations etc.	Brief gist of the contents.	Reference No. if any (Date of Gazette Notification)	Price in case of priced publications.
		Master's Degrees & Under-Graduate / Post-Graduate Diplomas following Semester system.		
(xxvi)	Ordinance 26	Institutional and Individual Consultancy	10 <sup>th</sup> March, 2005	--
(xxvii)	Ordinance 27	Conduct and evaluation of examinations for programmes leading to all Master's degrees following the Annual System of Examination	10 <sup>th</sup> March, 2005	--
(xxviii)	Ordinance 28	Procedure to be observed for Promotions of non-teaching staff	20 <sup>th</sup> December 2005	--
(xxix)	Ordinance 29	Conduct and evaluation of examinations for Master's degrees following tri-mester system	1 <sup>st</sup> August 2006	--
(xxx)	Ordinance 30	Regarding Reservation Policy for Self-financing institutions affiliated with the University	12 <sup>th</sup> February 2007	--
(xxxix)	Ordinance 31	Relating to award of degree of BPT and BOT	<b>24 Sep 2008</b>	--

#### **AMENDMENT IN ORDINANCES**

S.No.	Name of the act, rules, regulations etc.	Brief gist of the contents.	Reference No. if any (Date of Gazette Notification)	Price in case of priced publications.
(i)	Amendment in <b>Ordinance 11</b> - Clause 9 (reg. Attendance)	Conduct and Evaluation of examinations for programmes leading to all Bachelor's/ Master's Degrees and Under-Graduate/ Post-	<b>24 Sep 2008</b>	--

S.No.	Name of the act, rules, regulations etc.	Brief gist of the contents.	Reference No. if any (Date of Gazette Notification)	Price in case of priced publications.
		Graduate Diplomas following Semester System		
(ii)	Amendment in <b>Ordinance 12</b> - Clauses 1(xvii), 8(a) and 8(b)(vi)	Governing programmes leading to Degree of Doctor of Philosophy	<b>24 Sep 2008</b>	--
(iii)	Modifications in <b>Ordinance 10</b>	Conduct and Evaluation of Examination for 5 years full time programme leading to <b>B.Arch.</b> following the Annual System of Examinations	<b>6<sup>th</sup> October 2009</b>	--
(iv)	Amendments in <b>Examination Ordinances 10, 11, 21, 25, 27, 29</b>	In certain clauses	<b>20<sup>th</sup> October 2009</b>	--

## 5. REGULATIONS

(i)	Regulation relating to Governing body, Selection Committee of affiliated colleges, reconstitution of Governing Body
(ii)	Regulation relating to physical and quality standards – norms for affiliation
(iii)	Regulation relating to Leave rules for teachers of University
(iv)	Regulation relating to Medical Scheme
(v)	Regulation relating to award of Academic prizes, Medals and Awards to Outstanding students
(vi)	Regulation relating to Joining time for teaching and non-teaching employees
(vii)	Regulation relating to availing of LTC
(viii)	Regulation relating to availing of leave by non-teaching employees