

PAMPHLET No. 10

THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA



(Hand-Book referred to herein is the University
Hand-Book-Part-II, 1984 edition)

ORDINANCES

1. **Amendment of O.30 (A) (1) on Page No. 91 of H.B.Pt. II, 1984. (S.R. No. 22 of 30.11.92)**

O.30 (A) (1) has been amended to read as under :

The Principal of College and Heads of the Institutions except Director, Oriental Institute and Librarian, University Library shall be appointed by the Syndicate from time to time for a period not exceeding three years at a time. The appointment of the Principal should not normally be made for more than two terms of three years each **except in extra ordinary circumstances where the number of terms may exceed two.** The appointment of the Principal shall be made following norms and guidelines to be formulated by the Syndicate.

2. Amendment of O.177 on Page No. 151 of H.B.Pt. II-1984. (S.R. No. 6 of 30.11.92)

O.177 has been amended to read as under :

In Special cases, the Vice-Chancellor, in consultation with the Dean of the Faculty or Head of the Institution as the case may be, will grant recognition to examinations of other Universities and Examining Bodies on the merit of each individual case. The information of such cases will be placed before the Syndicate through the Standing Committee on Equivalence of Examinations and till the time the above procedure is followed no final Eligibility be given, however, the Syndicate shall have the power to declare any examination of any other University or Body as equivalent to a corresponding examination of this University.

3. Amendment of O.194, O.195A, O.195B and addition of O.195G on Page No. 162-163 of H.B.Pt. II-1984 subsequently amended vide Item No. 3 of Pamphlet No. 1 (S.R. No. 2(4) of 30.11.92)

O.194, O.195A, O.195B, have been amended and O.195G has been added to read as under :

- O.194. "A statement in a printed form, showing the marks obtained by a candidate in each head of passing will be supplied to him on payment of a fee per examination as under :

Rs. 5.00 per statement of marks Issued first time for any University Examination i.e. original marksheet to be Issued to all students immediately after declaration of the results and subsequently whatever marksheet for the same examination is asked for, the same will be considered as duplicate and will be paid with extra fees prescribed below :

- (a) Rs. 10.00 per duplicate marksheet, If asked for the same within the period of 5 years from the declaration of the result.
- (b) Rs. 20.00 per duplicate marksheet, if asked for the same after five years but before ten years from the declaration of the result.

- (c) **Rs. 50.00 per duplicate marksheet, if asked for the same after 10 years from the date of the declaration of the result.**
- (d) **Marksheets obtained by candidates in individual paper will also be supplied on payment of a fee of Rs. 10.00 per examination provided an application is made within six months after declaration of the results.**
- (e) **Marksheets asked for by the candidates in individual question or any sections of a paper will not be supplied.**

- O.195-A** A Copy of a Certificate testifying to a candidate's having passed an examination held by the University be issued on payment of a fee of Rs. 25.00.
- O.195-B** The fee for any Certificate not provided for in any of the Ordinance be issued on payment of Rs. 25.00.
- O.195-G** "The fees for all kinds of application forms will be as Re.1.00 if it is of half page and Rs. 2.00 if it is of full page or more. This decision be also made applicable whenever existing fees prescribed for such forms is less than Re. 1.00.

The above rates be made effective from 1.1.1993.

- 4. **Amendment of O.195-E on Page No. 163 of H.B.Pt. II-1984. (S.R. No. 46 of 26.2.93)**

O.195-E has been amended to read as under :

The fee for the Registration of Graduates under Statutes 204, 205 and 206 shall be Rs. 15.00. This fee can be remitted by a Demand Draft drawn in favour of the 'Registrar, M. S. University of Baroda' and payable at Vadodara to be sent with the prescribed application form referred to in relevant statutes or by paying the same in cash in the University Office during the time specified in the relevant notice. The applications alongwith the fees must reach to the University Office on or before the date notified. No fees will be refunded to the person whose application for registration is found invalid.

5. **Amendment of Clause No. 6 of O. 195-F on Page No. 163 of H.B.Pt. II-1984 newly added vide Item No. 5 of Pamphlet No. 4 subsequently amended vide Item No. 2 of Pamphlet No. 6 and vide Item No. 4 of Pamphlet No. 8 (S.R. No. 30 of 26.2.93)**

Clause No. 6 of O.195 F has been amended to read as under :

- (6) The application received after the due date or not accompanied by the deposit, the **zeroxed copy** of the original marksheet duly certified by the Dean/Principal and other details required in the prescribed application form shall not be entertained and no correspondence in that respect will be entertained by the University.

6. **Amendment of O.202 (A) and addition of O.202(AA) on Page No. 202 of H.B.Pt. II-1984 subsequently amended vide Item No. 6 of Pamphlet No. 2 and Item No. 7 of Pamphlet No. 5 (S.R. No. 2(9) of 26.2.93)**

O.202(A) has been amended and O.202(AA) has been added to read as under :

- O.202(A) (i) An University Non-teaching Employees, will be paid cash equivalent of leave salary in respect of the period of earned leave at his credit at the time of his actual retirement on superannuation, subject to a maximum of 240 days of earned leave or as may be prescribed from time to time by Government.
- (ii) The cash equivalent of leave salary thus admissible will become payable on retirement and will be paid in one lumpsum as a one time settlement.
- (iii) Cash payment under this Ordinance will, subject to (iv) below, be equal to leave salary as admissible for earned leave and Dearness Allowance and Additional Dearness Allowance admissible on that leave salary, at the rates in force on the date of retirement. No City Compensatory Allowance and/or House Rent Allowance shall be payable.
- (iv) From the cash amount worked out in accordance with (iii) above will be deducted the pension and pension equivalent of other retirement benefits in case of those employees whose pension rights are guaranteed by the Government and who are

deemed to have retired for purpose of pension on their reaching the age of 55 years. However, in case of **Non-teaching employees** appointed after 30.4.1979 who are on Provident Fund basis no pension equivalent of the Provident Fund will be deducted.

- (v) The authority competent to grant leave shall 'suo moto' issue orders granting cash equivalent of earned leave at credit on the actual date of retirement.
- (vi)
 - (a) The benefit of encashment of earned leave at the credit shall also be extended to a **Non-teaching employee** who takes Voluntary retirement upto the extent of 240 days or as may be prescribed by the Syndicate from time to time.
 - (b) The **Non-teaching employees** of the University shall be eligible for the benefit of encashment of half of the balance of Earned Leave at the time of resignation subject to the maximum of 120 days.
 - (c) The non-teaching employee who is relieved from the service by giving three months notice or in lieu of notice of the three months pay then he shall be entitled to encash leave to his credit to 240 days.
 - (d) The benefit of encashment of half pay leave at the credit of a Non-teaching employee be also allowed in case of an employee goes on compulsory retirement and who takes voluntary retirement subject to the following conditions :
 - (i) The pension or its other equivalent retirement benefits and temporary increase on pension shall be deducted from the leave salary to be paid for the period of half pay leave for which the cash equivalent is payable.

- (ii) At the time of payment of the amount equal to the half pay at his credit, compensatory allowance and house rent be not paid. The competent authority has to issue orders in writing about allowing encashment of such half pay leave.
- (iii) Such period of half pay leave should not cover the period beyond the period of his normal superannuation. Provided that if leave salary for half pay leave component falls short of pension or other pensionary benefits, cash equivalent of half pay leave shall not be granted.

O.202(AA) (i) An University teaching employee will be paid cash equivalent of leave salary in respect of the period of 'earned leave' other than specified in (a) of O.204 (8) at his credit and half of the balance of 'half pay leave', at his credit (considering both together) subject to a maximum of 240 days in the cases, mentioned as under :

- (a) An employee who retires at the age of superannuation.
 - (b) An employee who is re-appointed in the services after his retirement and relieved after due date.
 - (c) An employee who takes voluntary retirement.
 - (d) An employee who is relieved from the services by giving three months notice.
 - (e) An employee who expires during his service.
 - (f) An employee who takes invalid retirement.
- (ii) An employee who is transferred or promoted from Vacation Department to Non-vacation Department then (i) half of the

balance of the half pay leave at his credit during his service at the Vacation Department and (ii) earned leave at his credit can be considered for the encashment of 240 days in cases as mentioned at (i) above.

(Note : Half pay leave during his service at the non-vacation department cannot be considered for the purpose of encashment of leave)

- (iii) The employee of the University shall be eligible for the benefit of the encashment of half of the balance of (i) Earned leave at his credit and (ii) half of the balance of the half pay leave put together at his credit at the time of resignation subject to a maximum of 120 days.

The above O.202 (AA) shall be made effective from 27.1.1993.

Henceforth the rules shall be automatically made applicable to University Employees, Teaching and Non-teaching, as and when revised by the State Government from time to time.

7. Amendment of O.285 on Page No. 320 of H.B. Pt. II - 1984 (S.R. No. 4 of 30.11.92)

O.286 has been amended to read as under :

"In any case where it is found that, the result of an Examination has been affected by malpractice, fraud, improper conduct or other matter of whatsoever nature, the Syndicate shall have power to amend such results in such manner as shall be in accordance with true position and to make such declaration, as the Syndicate shall consider necessary in that regard.

Provided, however, that in any case where it is found that the result of an examination has been affected by error viz., the marks wrongly supplied by the Examiner/Chairman, the marks not supplied by the Examiner/Chairman, totalling mistakes, the marks wrongly carried over or transferred by the

tabulators; class record marks not considered through mistake and even due to wrong seat nos. written by the students; Incomplete information given by the students etc.; the Vice-Chancellor shall have power to amend such result in such manner as shall be in accordance with true position and to make such declaration, as the Vice-Chancellor shall considered necessary.

Provided that, subject to O.287 no result shall be amended after the expiration of six months from the date of publication."

Vadodara
Dtd. 13.3.1993

By Order
D.P. CHHAYA
University Registrar