



ರಾಜೀವ್ ಗಾಂಧಿ ಆರೋಗ್ಯ ವಿಜ್ಞಾನಗಳ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಕರ್ನಾಟಕ
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No. RGUHSB/RRAC/AUTH(MEET)/84/207SYN/2025 Dated:06.11.2025

NOTIFICATION

Sub: University related work assigned to Teaching Faculty of affiliated Colleges to be considered as OOD (On Official Duty).

Ref: Minutes of the 207th Meeting of the Syndicate (Special) held on 24.10.2025.

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Pursuant to the decision of the Syndicate, it is hereby notified that all University-related appointments and assignments entrusted to the teaching faculty of affiliated colleges/institutions shall be considered as **On Official Duty (OOD)**. Such assignments shall **not** be adjusted against Casual Leave (CL), Special Casual Leave (SCL), or any other form of leave available to the faculty concerned.

Further, all the affiliated colleges shall adhere to the University's orders regarding assignments, and that teaching staff be permitted to attend all the University assignments, treating it as On Official Duty (OOD).

Non-compliance or disobedience of these directives will attract disciplinary action against the concerned Dean, Director, Principal, or Head of the affiliated institution.

Hence, the Head's of the affiliated institution shall strictly adhere to the following points.

- 1. Mandatory Nature of Duty:** All University-related work assigned to teaching faculty is **mandatory** and shall be treated as **On Official Duty (OOD)**.
- 2. Authorization of Orders:** Orders related to University assignments must be signed by the Statutory Officers (Registrar/Registrar (Evaluation)/Finance Officer) with the approval of the Hon'ble Vice-Chancellor.
- 3. Intimation to Institutions:** A copy of the assignment order shall be sent to the Principal/Director/Dean of the concerned college, who must ensure that the assigned faculty members attend to the University work without fail.
- 4. Leave Entitlement:** No leave shall be deducted from the teaching faculty's credit for attending to University-related assignments.

5. **Scope of Assignments:** The University may engage teaching faculty from affiliated colleges for the following activities:

- a. Practical Examinership
- b. Observer/Squad duty for examinations
- c. Custodian
- d. Chief Superintendent / Deputy Chief Superintendent / Invigilator
- e. Verification/Scrutiny of documents
- f. Participation in University Authorities/Committee meetings
- g. Any other academic or examination-related work assigned by the University.

(Approved in eoffice-118468)

By Order

REGISTRAR

To,

All the Dean, Director, Principal, or Head of the Institutions of all colleges affiliated to RGUHS.

Copy to:

1. The Special Secretary to Governor, Raj Bhavan, Bengaluru – 560 001
2. Private Secretary to Hon'ble Minister for Medical Education, Skill Development, Entrepreneurship & Livelihood Department and Pro-Chancellor of RGUHS, Bengaluru
3. Personal Secretary to Principal Secretary to Government, Medical Education, M S Building, Bengaluru – 560 001
4. All the Members of the Authorities of RGUHS
5. PA to Vice-Chancellor/Registrar / Registrar (Eva)/Finance Officer, RGUHS
6. All the Section Heads of the University.
7. RGUHS Webserver – To host on website
8. Guard File / Office Copy.