

GOVERNMENT OF BIHAR  
EDUCATION DEPARTMENT  
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NOTIFICATION

PATNA, the 6 / June, 1968.

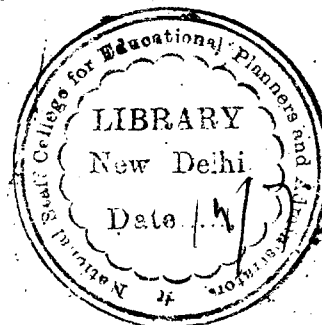
No. I/U207/66E 1446 / In exercise of the powers conferred by section 26 of the Kameshwar Singh Darbhanga Sanskrit University Act, 1962 ( Bihar Act XXI of 1965 ), the Governor of Bihar is hereby pleased to make the following Statutes, which are, for the purpose of said section, the first Statutes of the Kameshwar Singh Darbhanga Sanskrit University, namely

STATUTES

CHAPTER - I

Definitions

1. In these Statutes, unless there is anything repugnant in the subject or context,
- (a) ' Act ' means the ( Kameshwar Singh Darbhanga Sanskrit Vishwavidyalaya ) Act, 1962 ( Bihar Act XXI of 1965 );
  - (b) ' section ' means a section of the Act;
  - (c) ' clause ' means a clause of an article of these Statutes ;
  - (d) ' Officer ' means an officer of the University ;
  - (e) ' authority ' means an authority of the University ;
  - (f) ' Laws ' mean the Act, Statutes, Regulations and Rules of the University ;
  - (g) Words and expressions used in these Statutes but not defined herein shall have the meanings respectively assigned to them in the Act.



CHAPTER -- III

Affiliation and disaffiliation of the colleges other than those managed and maintained by the University.

Affiliation of Educational Institutions.

2. Educational institutions shall be affiliated to the University in the manner hereinafter prescribed.

Application for affiliation

3. An application for affiliation of an educational institution shall be -

- (a) made by the Governing Body or the Managing Committee in case of private colleges and by an officer authorised by the State Government in case of Government managed colleges including research institutes ;
- (b) countersigned by two members of the Senate ;
- (c) addressed through the Registrar to the Syndicate.

Contents of application

4. (1) An application for the affiliation of an educational institution shall state the courses of instruction which the institution proposes to undertake, and the standard up to which it is proposed to teach in each such course as shown in a time-table of work attached and shall contain sufficient information to satisfy the Syndicate, that -

- (a) there is a genuine need of such an institution in the locality and that the affiliation of the institution would not adversely affect the existence of an already affiliated institution nearby ;

- (b) the institution shall be under the management of a regularly constituted Governing Body ;
- (c) no student has been or shall be admitted to the institution or in the subject or subjects for the admission of which the application is being made, unless the admission prayed for has been granted by the University ;
- (d) the institution owns and possesses suitable premises to the satisfaction of the Syndicate ;
- (e) wherever necessary, adequate provision has been made for the residence of the students not residing with their parents or guardians in suitable hostels in conformity with the requirements of the University ;
- (f) suitable provision has been made for the general supervision and physical welfare of the students ;
- (g) a suitable sum has been set apart for books and periodicals for the library of the institution ;
- (h) where admission is sought in any branch of experimental science ; and

that suitable arrangements have been made or will be made for imparting instruction in that branch of science, and that the institution has necessary funds at its disposal for the purpose ;

- (i) the institution has an adequate reserve fund ;;
- (j) the institution has sufficient financial resources.
- (2) The institution shall send along with the application certified copies of all trust deeds or title deeds executed in favour of, or for the benefit of the institution.

Action by the  
Syndicate on  
receipt of  
application

5.(1)

On receipt of an application for affiliation the Syndicate, if it is satisfied on the basis of the materials supplied in the application or otherwise that the institution proposed to be affiliated has nearly fulfilled or is likely to fulfil all the conditions required by the laws of the University and is likely to run efficiently, shall cause a local enquiry to be made as regards the matter specified in article 3 of this Chapter by such person or persons as may be authorised in this behalf ; or it may, if not so satisfied, reject the application mentioning the reasons thereof.

(2)

On completion of such enquiry or any further enquiries which may be considered necessary, the Syndicate shall recommend to the Senate as to whether the application should be granted with or without modification on a permanent basis or provisionally for a limited period.

Action by the  
Senate on re-  
ceipt of the  
report of the  
Syndicate

6.

On receipt of the recommendation of the Syndicate, the Senate may allow the application with or without modification either on a permanent basis or provisionally for a limited period or reject it. If the application or any part thereof is rejected the grounds of such rejection shall be stated..

Decision of the Senate to be communicated to the institution concerned

7.

The decision of the Senate shall be communicated to the institution concerned specifying the courses of instruction in which the institution is affiliated and the standard upto which affiliation is granted together with the conditions and limitations imposed. The institution shall duly report to the Syndicate regarding the fulfilment of the various conditions imposed. No admission of students shall be made in the institution unless the Syndicate is satisfied that conditions necessary for starting classes have been fulfilled.

Provisional affiliation

8.(1)

In case provisional affiliation for a fixed period is granted and conditions are not fulfilled by the end of the said period, the institution may apply within a prescribed time, showing sufficient cause for non-fulfilment of the conditions and for continuance of the affiliation and the Syndicate may, after such enquiry as it may think proper, recommend to the Senate for the continuance of the affiliation for another fixed period either in whole or in part, but in no case the extension shall exceed two years at a time and four years at a time and four years in all.

- (2) If the conditions are substantially fulfilled, the Syndicate may at the end of the period, recommend to the Senate to grant affiliation on a permanent basis either in whole or in part, as the case may be.

Affiliation  
in addition-  
al courses

Where an institution desires to add to the courses of instruction an application for permission to make such additions shall be made by the institution.

- (2) The application shall contain sufficient information to satisfy the Syndicate that so far as the additional courses of instruction are concerned, adequate provision has been made in respect of matters specified in sub-clauses (g), (h) and (j) of clause (1) of article 4 of this Chapter.

- (3) Every such application shall be dealt with in the manner prescribed by articles 4 to 6 of this Chapter.

Exclusion of  
institution  
from privi-  
leges

10.

An affiliated institution may, at any time, on the motion of the Syndicate, be deprived by the Senate, in whole or in part, of the privileges granted to it under the Statutes of this Chapter, if the conditions of affiliation are not fulfilled or observed, or for gross mismanagement, or, if for any other reason, the Syndicate is of the opinion that the institution should be deprived of such privileges in whole or in part.

Action by  
the Syndicate  
on motion for  
exclusion

The Syndicate shall before bringing any such proposal before the Senate, under article 10 of this Chapter, send a copy of it, stating the grounds and reasons for the same, to the Secretary of the Governing Body of the institution concerned, together with an intimation that any representation in writing on behalf of the institution submitted within the period so specified not exceeding three months in all.

(2) On receipt of the representation of the institution concerned, or if no such representation of the institution is received on the expiration of the period or any extension thereof allowed under clause (1), the Syndicate may cause such inspection or enquiry to be made as it considers necessary.

(3) After consideration of the representation, if any, of the institution concerned, and the results of such inspection or enquiry if any, the Syndicate may drop the proposal or place before the next meeting of the Senate its recommendations.

Decision of  
the Senate

12.

On receipt of the recommendation of the  
Syndicate the Senate shall decide whether to  
accept the recommendation or to reject the same.  
If the Senate accepts the recommendation with  
or without modification the institution shall  
be deprived of such of its privileges from  
the ensuing session or from such date as the  
Senate may specify. When a decision is made  
depriving an institution, whether in whole or  
in part of its privileges, the grounds of such  
decision shall be stated. The decision of the  
Senate shall be communicated to the institution  
concerned.

Suspension of  
institution and  
lapse of privi-  
leges.

13.

It shall be open to an institution after  
obtaining the previous approval of the Syndi-  
cate to suspend instruction from the beginning  
of an academic year in any subject or subjects  
or courses of study in which the institution is  
admitted for want of students or any other  
grounds.

The classes in the subject or subjects  
suspended shall not be restated without  
obtaining the previous sanction of the  
Syndicate, and if the work is not resumed at  
end of a period of 4 years the affiliation  
previously granted shall be regarded as having  
lapsed.



Non-opening  
of classes  
and lapse of  
privileges

14. If for any reason, an institution is unable to open classes and impart instruction in any of the subjects in which the institution is affiliated, for a period of 3 years, the affiliation previously given in such subject or subjects shall be regarded as having lapsed.

## CHAPTER - II

### Maintenance of a register of registered Acharyas

15. Every person who holds a degree of Acharya or higher degree of the University or of the ex-Bihar Sanskrit Association shall on payment of a fee of Rs. 5/- be entitled to have his name enrolled in the Register of Registered Acharyas kept by the Registrar and upon such enrolment to enjoy all the privileges of registration.
16. Application for registration shall be made by the candidate himself in such form as may be prescribed by the Syndicate.
17. Application for registration may be made either by registered post or in person to the Registrar.
18. Each applicant must send or pay in person to the Registrar, the prescribed fee along with his application.

19. Upon receipt of the application the Registrar shall, if he finds that the applicant is duly qualified and the prescribed fee has been paid, enter the name in the register.

CHAPTER - IV

Conferring of Honorary Degrees

20. If the Vice-Chancellor and not less than two thirds of the other members of the Syndicate recommend that an honorary degree should be conferred on any person on the ground that he is, in their opinion, by reason of his eminent position and attainments, a fit and proper person to receive such degree, and if their recommendation is approved by the Chancellor, an honorary degree shall be conferred on the person so recommended, at a convocation of the University.

CHAPTER - V

Fees to be demanded

21. The Syndicate may from time to time decide the nature and amount of fees to be charged from the students of the University.

CHAPTER - VI

Library

22. The University Library shall be maintained according to the Rules framed by the Academic Council from time to time.

CHAPTER - VII

Institution of fellowships, scholarships, exhibitions, medals and prizes.

23. The syndicate may, within the budgeted amount, establish fellowships, and scholarships, exhibitions, medals and prizes of such value as it may, from time to time, determine.

CHAPTER - VIII

Welfare of students.

24. There shall be a Welfare Committee to look after the residential facilities of the students and promote the welfare of the students of the University and the colleges. The Committee shall consist of the following members :-

(1) The Vice-Chancellor - Ex-officio ; Chairman

(ii) The Registrar - Ex-officio , Member-Secretary .

(iii) Four principals of colleges to be nominated by the Vice-Chancellor one from each Division of the State. ( )  
Members

(iv) Three of the Superintendents of the Hostels to be nominated by the Syndicate.

25. The Committee shall have the following powers and ~~xxxxxxxx~~ functions:-

(a) To conduct enquiries into conditions under which students not residing in hostel are living and to lay down conditions under which students may attach themselves to hostels.

- (b) To submit to the Syndicate schemes for the improvement of the health and physique of students ;
  - (c) To recommend to the Syndicate the steps to be taken for improving medical and residential facilities to the students of the University ;
  - (d) To appoint Superintendents of the hostels maintained by the University , other than those attached to Unilleges ;
  - (e) To grant recognition to hostels , other than those maintained by the University ;
  - (f) To make recommendations to the Syndicate about measures promoting discipline among students.
- (26) No person shall be allotted a seat in hostels maintained or recognised by the University unless he is (a) a student of the University , (b) a member of the staff who may be allotted temporary residence , or (c) a research scholar .

#### CHAPTER - IX

##### Terms and conditions of the service of the Vice-Chancellor.

- (27) The Vice-Chancellor shall be appointed by the Chancellor on such terms and conditions as the Chancellor may decide.
- (28) The Vice-Chancellor may address any of the Directors of Institutes , Principals of such colleges or ~~predanadyapaks~~ of tols with reference to any inspection or enquiry and thereupon it shall be ~~his duty~~ the duty of such officers to communicate the views of the Vice-Chancellors to the Governing Body of the Institution of college or Tol and to report

report to the Vice-Chancellor such action in any taken or proposed to be taken upon the result of such inspection or enquiry .

29. It shall be lawful for the Vice-Chancellor to to issue , from time to time , any direction to the Directors of Institutes , the Principals of colleges and Pradhanadhyapaks of tols and and the officers concerned shall comply with all such directions.
30. The Vice-Chancellor shall give effect to the orders of the Syndicate regarding the appointment , dismissal and suspension of an officer other than the Pro-Vice-Chancellor and the Dean or teachers of the University and shall exercise general control over the educational arrangements of the University . He shall be responsible for the discipline of the University.
31. The Vice-Chancellor shall have power to constitute with the consent of the Syndicate ad hoc Committees as he may deem necessary to help him in the performance of his duties as the principal executive and Academic officer of the University .
32. If at any time , except when the Syndicate is in session , the Vice-Chancellor is satisfied that an emergency has arisen requiring him to take immediate action involving the exercise of any power vested in the Syndicate by or under the Act , the

Vice-Chancellor shall take such action as he deems fit and shall, as soon as may be thereafter, report the action so taken by him to the Syndicate which may either confirm the action so taken by the Vice-Chancellor or dis-approve of it.

33. It shall be the duty of the Vice-Chancellor to see that the proceedings of the University are carried on in accordance with the provisions of the Act, the Statutes, the Regulations and the Rules and to report to the chancellor every proceeding which is not in conformity with such provisions.

34. The Vice-Chancellor shall have the right to preside over any meeting of any authority or other body of the University unless otherwise provided in the Act or the statutes.

35. The Vice-Chancellor shall record his annual remarks in the confidential character rolls of all officers of the University subordinate to him, teachers of the University Departments and constituent colleges, Directors of Institutes and Principals of affiliated colleges.

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CHAPTER -- X.

Sanctioned grades and scales of pay and sanctioned strength of the clerical staff of the University.

36. The following are the sanctioned grades and scales of pay and sanctioned strength of the official and clerical staff and other servants of the University:-

Sl. No.	Name of the Post.	No. of Post.	Scale
<u>OFFICERS</u>			
1.	Vice-Chancellor	1	2,000/-
2.	Registrar	1	150-35-600-EB-35 800-40-1070-EB-1250/-
3.	Librarian	1	200-12-200-EB-15- 200-15-450/-
<u>OFFICE-STAFF</u>			
4.	Office Superintendent.	1	230-13-308-EB-13- 300-15-450/-
5.	Section Heads (one for general & accounts section and other for examination section).	2	200-12-272-EB-12- 320-15-350-10-380/-
6.	Upper Division Assistant (one for general & the other for the examination).	2	150-5-180-EB-5-200
7.	Lower Division Assistant (two for general & two for examination section)		105-3-123-3-129-2- 145-EB-2-155.
8.	Typists (do)	2	do
9.	Diarist-Cum-Despatchers (one for general & the other for examination section).	2	do

1.	2.	3.	4.
10.	Daftary	1	70-1-80.
11.	Office peon (one for general section & the other for examination section)	2	Do
<b>LIBRARY</b>			
1.	Sorters	2	100, 2-112, N.B. 2-130
2.	Typist-Clark	1	105, 155/-
3.	Darwan	1	
4.	Peon	1	70-1-80/-
5.	Book-binder	1	
5.	Book-keeper	1	
<b>OTHER STAFF</b>			
1.	Stenographer (Class I) 1 (For Vice-Chancellor)	1	200, 12-320-15-350, 10-280/-
2.	Stenographer (Class II) (For Registrar)	1	160, 7-202, N.B. 244, 9-280/-
3.	Chaukidar	1	
4.	Bank peon	1	
5.	Mali	1	
6.	Orderly Peon	5	70-1-80/-
7.	Swampars	2	

**CHAPTER - XI**

Manner, terms and conditions of appointment and powers and duties of the officers of the University, other than the Chancellor, Pro-Chancellor, Vice-Chancellor and deans.

37. The manner of appointment of the officers of the University, other than the Chancellor, Pro-Chancellor and Deans, shall be



prescribed from time to time in addition to those already prescribed in the Act.

38.

REGISTRAR

- (1) No person shall be deemed to be qualified to hold the office of the Registrar, unless such person—
  - (i) Possesses an Acharya degree of a recognised University or examining body or a degree recognised by the University, as equivalent thereto, and
  - (ii) has got at least 10 years teaching, and/or administrative experience.
- (2) He shall be a whole-time officer of the University and shall be appointed in the scale of Rs. 450-3500-35, 3500-4010, 4010-45250/-.
- (3) The Registrar shall act as the Secretary to the Senate and the Syndicate and shall—
  - (a) manage the property and investments of the University;
  - (b) sign and keep all contracts made on behalf of the University;
  - (c) exercise and perform such other powers and duties as may be prescribed by the statutes, the Regulations and the Rules or as may from time to time be conferred and imposed on him by the Senate and the Syndicate;
  - (d) generally render such assistance to the Vice-Chancellor as may be desired by him in the performance of his duties;
  - (e) receive all payments on behalf of the University which shall be credited under proper heads of accounts and give

receipts for the same for and on behalf of the University and make all authorised payments out of the University funds ;

(f) sign all cheques , deposit and invest all money in banks and securities approved by the Syndicate , withdraw principal and interest and endorse and negotiate all negotiable instruments for and on behalf of the University ;

(g) be the custodian of the University seal records , books , and all other properties of the University the Syndicate may commit to his charge or as may come into his charge otherwise ;

(h) conduct all the University examinations under the direction of the Syndicate.

39. Powers and duties of the Dean.

The Dean of the Faculty shall have the following duties and powers :-

(1) He shall be responsible for the organisation and conduct of teaching and research work in the various departments comprised of the faculty ;

(2) he shall be responsible for the due deservance of the statutes , Regulations and Rules relating to the faculty ;

(3) he shall , when present , preside at all meetings of the Faculty and see that the various decisions of the Faculty are implemented .

CHAPTER - XII.

Election of representative members of Sanskrit Library associations recognised by the State Government.

40. The Registrar shall maintain a list of Sanskrit Literary associations recognised by the State Government and their representatives will be elected in the manner prescribed by Statutes under chapter-XXIII.

CHAPTER - XIII.

Annual meeting of the Senate

41. The meeting of the Senate held in March shall be the annual meeting of the Senate.

CHAPTER - XIV

Degrees, Diploma and Certificates

42. The degrees, diplomas and Certificates which are being given by the Kameshwar Singh Darbhanga Sanskrit Vishwavidyalaya, established under Bihar Act VI of 1960, before the commencement of the Act shall be continued, till amended, modified or altered by subsequent Statutes. Further the University will confer such modern degree or diplomas as may be necessary on transfer of the Research Institutes to the control of the University under section 41 of the Act.

CHAPTER - XV

Rotational order of Colleges for election of teachers representative members to the Senate.

43. The following rotational order has been prescribed for this purpose :-

(A) Sanskrit Colleges :

1. Braj Bhushan Sanskrit College, Kharkhura, Gaya .
2. P.N.S. College, Lakshmi pur, Baunshi, Bhagalpur .
3. D.S.S. College, Muzaffarpur.
4. Shri Krishna Madhavanand Sanskrit College, Dhanamath.
5. R.N.D.M. Sanskrit College, Patna City, Patna .
6. M.R.L. Mahavidyalaya, Darbhanga.
7. M.M. Lata Vidyapitha , Lohana , Darbhanga.
8. Mahanth Keshava Sanskrit Mahavidyalaya, Fatuha, Patna.
9. Balanand Sanskrit College, Karanibad Ashram, Deoghar  
(S.P.)
10. Raghavendra Sanskrit College, Taratpali, P.O. Naubat-  
pur, Patna .
11. Awadha Bihari Sanskrit College, Rahimpur, Monghyr.
12. Ganapati Government Sanskrit College, Ranchi.
13. Government Sanskrit College, Bhagalpur .
14. Government Sanskrit College, Patna .
15. Sidheshwari Sanskrit College, Pakhrukhia, Via-Hasan-  
Bazar, Sahabad.
16. Mithila Sanskrit College, Deep, Darbhanga.
17. Sanskrit College, Bijayapur, Saran .
18. Purnima Ram pratap Sanskrit College, Baigani, Darbhanga.
19. Jagadamba Sanskrit College, Batho , Darbhanga.
20. B.P. Arya Sanskrit College, Siwan, Saran.
21. Gautam Sanskrit College, Ahilyasthan, Darbhanga.
22. Babasahib Ram Sanskrit College, Pacharhi, Darbhanga.

(B) Priority list of Institutes .

1. Mithila Institute of Post -Graduate Studies and Research.
2. Nava Nalanda Mahavihara, Nalanda , Patna .
3. Vaishali Institute of Post-Graduate Studies and Research , Vaishali, Muzaffarpur.

CHAPTER -XVI.

Selection of Heads of Colleges and Directors of Institutes to the Syndicate.

44. Three Heads of colleges and one Director of the Institute shall be selected according to list of priority of colleges and institutes given in chapter XV above :

Provided that no person shall hold office as a member of the Syndicate for a period exceeding twelve months during one rotational period by reason of his holding two or more offices mentioned in Chapter XV.

CHAPTER -XVII

Manner of rotation for nomination of Principals to Academic Council.

45. The order of rotation of the colleges shall be the same as prescribed for election to Senate in Chapter XV above .

CHAPTER - XVIII

Manner of election by Senate to Academic Council of 12 teachers.

43. The manner of election of 12 teachers to the Academic Council by the Senate to ensure representation of each Faculty is prescribed as follows:-

- |    |   |       |
|----|---|-------|
| 1. | Faculty of Veda Karma-kanda, Agama & Tantra - | 1     |
| 2. | Faculty of Darshan -                          | 2     |
| 3. | Faculty of Jyautish -                         | 2     |
| 4. | Faculty of Puran -                            | 1     |
| 5. | Faculty of Vyakaran & Sahitya-                | 3     |
| 6. | Faculty of Ayurveda-                          | 2     |
| 7. | Faculty of Samaj Shastra-                     | 1     |
|    |   | ----- |
|    |   | 12.   |

47. The manner of election shall be the same as prescribed for election to Syndicate under Chapter XVIII A.

CHAPTER - XVIII A

Manner of election of members to the Syndicate by the Senate.

48. (i) The Senate shall elect the members of the Syndicate required to be elected under Section 18 (other members) in the following manner:-
- (a) Five-non-teachers.

- (ii) Whenever a vacancy occurs either by efflux of time or due to any other cause, an election to fill up the vacancy shall be held at the next meeting of the Senate, either ordinary or special.
- (iii) Not less than seven days before the Meeting, at which an election is to be held, the names of the candidates who are proposed by any member of the Senate for election, shall be submitted in writing to the Registrar. The Registrar shall circulate the names of all such candidates to all the members at least four clear days before the meeting.
- (iv) (1) Save as otherwise provided, in all cases of election the candidates shall be proposed and seconded at the meeting.
- (2) If the number of candidates nominated does not exceed the number of vacancies to be filled, the Chairman shall declare such candidates exceeds the number of such vacancies, a vote shall be taken by secret ballot at the meeting.

Candidates securing the highest number of votes shall be elected.

If in any ballot two or more candidates, receive the same number of votes, the Chairman shall decide or if he so directs, lot should be drawn in order to determine which of the candidates or candidates shall be elected.

- (v) If an elected member absents himself from nine consecutive meetings of the Syndicate , the Vice-Chancellor may declare his seat vacant .
- (vi) The Syndicate shall meet ordinarily once a month except in the summer vacation and at other times, when convened by the Vice-Chancellor .
- (vii) If the office of the Vice-Chancellor is vacant , the meeting of the Syndicate shall be convened by the person authorised by the Chancellor to perform the duties of the Vice-Chancellor .
- (viii) The first meeting of the Syndicate after the annual meeting of the Senate shall be called the annual meeting of the Syndicate.
- (ix) In the absence of the Vice-Chancellor , the members, present shall elect a chairman to preside over the meeting .
- (x) Six members of the Syndicate shall constitute the quorum.
- (xi) All questions shall be decided by majority of the votes of the members present and voting . If the votes are equally divided , the Chairman shall have the casting vote.
- (xii) A meeting of the Syndicate shall be convened by the Vice-Chancellor or in his absence of if the office of the Vice-Chancellor is vacant by the person authorised by the Chancellor to perform the duties of the Vice-Chancellor on a



requisition in writing of not less than six members of the Syndicate . Such a requisitioned meeting shall be held within ten days of the receipt of the requisition , by the Vice-chancellor .

(xiii) The Syndicate shall , subject to the Act and the Statutes , have power to make rules for the guidance of committees appointed by it , the regulation of Convocation, the Travelling Allowance of the persons travelling on the business of the University and other matters.

(xiv) The syndicate may recommend to the Senate such Statutes or changes in the Statutes as it may desire.

(xv) The Syndicate shall have the powers to appoint committees from amongst its own members and to add to such Committees any member of the Senate or any other expert member . The report of such Committees shall not be published nor shall any action be taken on them until they have been considered by the Syndicate as a whole.

(xvi) After the minutes of the Syndicate have been duly confirmed , they shall be printed and circulated within a month to the Chancellor and members of the Syndicate .

(xvii) The Syndicate shall arrange for and direct the inspection of colleges , institutes , hostels , libraries , etc., periodically .

CHAPTER -XIX

Powers and duties of the Academic Council.

49. Subject to the provisions of the Act, the Academic Council shall :-
- (a) Make recommendations or report to the Syndicate for the institution , abolition or suspension of any professorship , Readership , Lectureship or other teaching posts and in regard to the duties there of either at its own initiative or at the request of the Syndicate ;
  - (b) Propose regulations and from time to time propose to the Syndicate establishment of Fellowships , Scholarships , Bursaries , Exhibitions , medals and prizes and submit proposals to the Syndicate for the award of fellowships ;
  - (c) recommend to the Syndicate any change in the Statutes as may seem to it desirable in academic interest ;
  - (d) lay down conditions of attendance at lectures , tutorials and practicals ;
  - (e) cause enquiries and inspections to be made on any academic question and subject to the laws of the University take such action thereafter as it may deem necessary provided that if such enquiries or inspections involve expenditure beyond the amount provided in the budget previous sanction of the Syndicate shall have to be taken ;
  - (f) consider and report on all matters referred to it by the Syndicate or the Senate ;
  - (g) make suggestions to the Syndicate on matters relating to examinations , courses of study , teaching and research and may propose amendments to the Regulations relating to those matters ;
  - (h) forward to the syndicate all proceedings of its meeting immediately thereafter ; and

CHAPTER - XX

Faculties- Their constitution , powers and functions .

50. The total number of members of each Faculty shall not exceed the number mentioned below.-

		<u>Teachers</u>	<u>Non-Teachers</u>
x.	1. Faculty of Veda karma kand Agam and Tantra-	5	1
	2. Faculty of Darshan	6	1
	3. Faculty of Jyotish	8	1
	4. Faculty of Ayurveda	6	1
	5. Faculty of Puran	5	1
	6. Faculty of Vyakaran	15	3
	7. Faculty of Samaj Shastra	5	1

51. Each Faculty in its November meeting shall receive from the Boards of Studies comprised within it their proposals for Syllabuses and text books for the course of study , which shall forthwith be circulated to all members of the Faculty and the senate . The Faculty at its annual meeting shall consider the remarks if any made by the members of to the Academic council , with such recommendation as it may deem fit.

Manner of election by the Senate to the Faculties.

62. (1) The election of non -teacher members of the Senate to the Faculties shall be held at a meeting of the Senate.

The Registrar shall send to every member of the Senate the list of vacancies of the Faculties to be filled up by the Senate by election of non-teacher members not less than 10 days before the meeting of the Senate at which the election is to take place . The Registrar shall also send to every member of the Senate a separate notice of election along with a list of non-teacher members of the Senate .

- (2) Any member who desires to propose the names of non-teacher members in any of the above vacancies shall send his nomination to the Registrar five clear days before the meeting .

- (3) ~~if the number of~~ The Registrar shall circulate a list of such nominations to every member of the Senate four clear days before the said meeting .

- (4) If the number of candidates proposed exceeds the number of vacancies in any Faculty , then an election shall be held by ballot for each Faculty separately at the meeting of the Senate. Such of the candidates as secure the largest number of votes of

The election in any faculty shall be declared elected.

- (5) Every member may vote for only as many candidates as there are vacancies ; not more than one vote being cast for each candidate.
- (6) If any member is elected to more than two Faculties , he shall , on receiving intimation thereof from the Registrar , declare to which Faculty of Faculties he accepts election .

CHAPTER - XXII

Election of Representative members of the Registered Acharyas to the Senate.

53. Division wise allotment of seats. The Seven Seats reserved for the Registered Acharyas in the Senate shall be allotted as follows :-
- (a) Patna Division - 2 seats.
  - (b) Tirhut Division- 2 seats.
  - (c) Bhagalpur Division - 2 seats.
  - (d) Chotanagpur Division - 1 seats.
54. Register of Registered Acharyas.
- (i) The Registrar shall maintain a permanent register of Registered Acharyas, Division-wise.
  - (ii) The Register shall maintained in such form and shall contain such particulars as may be prescribed by the Syndicate for the purpose.
  - (iii) The first register shall be completed within three months from the date on which the Act comes into force and shall be corrected and made up-to-date by the end of August every year.

55. Any person, who has attained the age of 21 years qualification for Registr- on the date on which he applies for registration ation. and has passed the Acharya examination of the ex- Bihar Sanskrit Association or of the K.S.D.S.Univer- sity established under Bihar Act VI of 1960 or of this University, at least one academic year, i.e. July to June, before the date of his registration, shall be qualified for registration. The word Acharya includes Pranacharya.

56. (i) A person bearing the qualification mentioned in Method of Registration. Article 54 of this chapter shall apply to the Registrar in the form prescribed by the Syndicate along with the prescribed fee for registration on or before such date and time as may be fixed by the Registrar, either in person or through messenger or through registered post, for registration of his name in the Register of Registered Acharya.
- (ii) on receipt of the application form, duly filled up, the Registrar shall check and verify the entries in the form and if satisfied with the eligibility of the person, register his name and address in the register of the Division for which the application has been made and allot a serial number to the person corresponding to the number given in the register.
- (iii) Any application for registration which is found incomplete or contains incorrect particulars

and informations shall be rejected and the reason of rejection shall be recorded on the application form by the Registrar under his signature .

(iv) In case of rejection of the application the fee paid for registration shall not be refunded but an intimation , under registered post , shall be given to the applicant pointing out the reason or reasons for rejection.

(v) A person whose application has been rejected can again apply for registration on a fresh prescribed form with fresh prescribed fee within the date and time fixed by the Registrar and if his application is found in order , his name shall be registered.

(vi) It shall be the duty of the person applying for registration to prove the correctness of the particulars and entries made by him in the application with such documentary proof as may be required by the Registrar.

(vii) The Registrar shall notify a date and time through press and circulars on or before which applications for registration for the first registration shall be accepted.

(viii) The Registrar shall supply , on demand , prescribed forms of application for registration free of cost , but it shall be the duty of the applicant to procure the form from the University office .

(ix) For subsequent registration and for correction of the Register, applications shall be accepted by the 31st August every year.

Division-wise registration. 57. (i) The Division-wise registration of the Acharyas shall be made on the ground of permanent residence of the Acharya concerned or at least 5 years' continued stay in the Division before the date of registration.

(ii) One Acharya cannot be registered in two or more Divisions at a time.

(iii) The constituency of Division can be changed by a registered Acharya on application to the Registrar in his own hand writing, if he changes his place of residence or stay and fulfils the conditions otherwise prescribed above.

Returning officer. 58. The Registrar of the University shall be the ex-officio Returning Officer for this election.

Publication of Division wise list of registered Acharyas. 59. The Registrar shall publish a complete and up-to-date list of the Registered Acharyas, prepared in the manner prescribed above, through the press of circulars to be issued to the Heads of each admitted college and institute at least 60 days in advance of the date fixed for election together with a copy of the notice of the date of election and a copy of the nomination form prescribed by the Syndicate and mentioning the number of seats vacant in that Division.



Method of  
elections no  
-mination,scru-  
-itiny and with  
drawal.

60. (i) After the publication of the list of voters , as provided in Article 59 of this chapter ,any registered Acharya can propose name or names of persons out of the list of voters from the Division concerned , in the form of nomination prescribed by the Syndicate filling up all required particulars and seconded by not less the two other voters of the same Division , and duly consented to by the person proposed by the date prescribed by the Registrar for this purpose , but the name or names proposed should not exceed the number of seats allotted to the Division or vacant.

(ii) On receipt of the nomination forms the Registrar shall scrutinise them , in the presence of the proposer or seconders, if they so desire, and accept those nominations which are in order and shall reject the defective nominations , mentioning the defects on the forms , shall hear the objection or objections filed in writing by any voter of the Division concerned and shall decide the issue immediately and declare the name or names of valid and eligible candidates.

(iii) Any candidate whose name has been proposed, seconded and whose candidature has been declared by the Registrar , may withdraw his name from the list of contesting candidates by applying to the Registrar in his own hand within 24 hours from the date and time of declaration of the validity of the nominations and candidatures.

Once a candidate is withdrawn , the same name cannot be proposed for the same election again,

(iv) A ballot paper shall be prepared giving the names of the valid and eligible contesting candidate whose nominations have been accepted and other particulars and instructions as the Registrar may decide and send only one ballot paper to each voter of the Division concerned under registered post , not less than 10 days before the date fixed for election .

(v) On receipt of the ballot paper a voter shall be required to put a cross mark against the name or names of the candidates for whom he wants to vote. The cross mark shall not be put against more names than the seats vacant in or allotted to the Division .

(vi) No sign , signature or anything will be written on the ballot paper , except the cross mark .

(vii) The ballot papers duly filled up, as prescribed 3 p.m. on the date fixed for election , personally by the voter , or through a messenger or through registered post , in the closed and sealed cover supplied by the Registrar for the purpose.

(viii) Covers of ballot papers reaching the Registrar after the time and date prescribed above , shall not be accepted and shall be refused straight way . For this purpose , the University office clock shall be the correct time .

Counting of 61.  
votes.

The next-day , following the last date fixed for election shall be the counting date and the counting shall be conducted during the office hours in the presence of the candidate or candidates concerned or their authorised agents division wise beginning from patna Division and ending with the Chotanagpur Division . If the counting is not finished in one day , during office hours , it shall be continued on next day .

Declaration 62. (i)  
of results,

In case of those Division , where the number of candidates is not more than the seats vacant , the Registrar shall declare the results on the day following the day of scrutiny .

(ii) In case of contested elections , the Registrar shall declare the results after counting the votes of the Division concerned on the basis of largest one or two number of votes , secured by the candidate of the Division , as the case may be .

Appeals . 63. (i) Within fifteen days from the date of the declaration of

the result , any candidate , who is dissatisfied with the result of the election on calid and genuine grounds may file an appeal to

to the Chancellor setting forth the grounds of his appeal and attaching documentary evidences to his appeal . The appeal so filed shall be considered and disposed of by the Chancellor in the manner he considers fit and proper .

(ii) The decision of the Chancellor in this regard shall be final and binding on all concerned.

(iii) A candidate who has been declared elected by the Registrar under article 62 of this Chapter , shall not be prevented from the previlages , rights and functions of a member of the Senate , on the ground of an appeal being pending with the Chancellor .

(iv) A member of the Senate whose election is found invalid by the Chancellor after hearing the appeal shall cease to be a member from the date of the Chancellor.

CHAPTER - XXIII.

Election of representative members of the recognised Sanskrit Literary Associations to the Senate of the University. \_\_\_\_\_

Recognition 64. of literary Associations.

Any Sanskrit Literary Association , mainly devoted to literary and propagation work of Sanskrit , and situated in the State of Bihar , having a written constitution and a representative Committee for management , may apply to the

State Government of Bihar for recognition , with a copy of the constitution , setting forth the aims and objects , through the Secretary of the Association and an upto date list of ordinary members of the Association shall be appended to the application .

65. On receipt of an application for recognition , the State Government may grant recognition after conducting such enquiries and preliminaries , as they deem fit and proper .

Voters. 66. The Registrar shall maintain a list of the members of the general bodies of the recognised Associations on the basis of the list of general members submitted by the Association to the Government at the time of recognition.

67. This list may be corrected on application by the secretary of the recognised Association , once every year in the month of August .

68. Every member of the recognised Associations shall be a voter for this constituency , but if his membership to the Association concerned ceases on any account , he shall cease to be a voter.

Method of nomination.

69. The Registrar shall send a complete list of such voters as are eligible to vote in this election to the Secretaries of the recognised Associations concerned at least 60 days before the date fixed by the Registrar for election , together with a form of nomination prescribed by the Syndicate and shall request the Secretaries~~of~~ of the recognised Associations to circulate the list among the members of the Association.
- 70 Any voter included in the list , may propose two names persons who are voters for this Constituency , in the form nomination prescribed by the Syndicate , at least 30 days before the date fixed for election , duly seconded by two voters and consented to by the person or persons proposed.
- 71 The Registrar Shall scrutinise the nomination forms on a date and time fixed by him in the presence of ~~the~~ the voters , if they so desire , and reject the defective nomination forms pointing out the defect or defects under his signature and shall declare the name or names of those candidates whose nomination papers are found in order and valid.

72. If the number of candidates is not more than 2 , the Registrar shall declare them duly elected uncontested and if the number is more than two an election shall be hold in the manner prescribed in CHAPTER XXII for the election of representatives of Registered Acharyas and the result of the counting of votes shall be declared in the same manner .

73. In respect of appeals and their disposal the provisions of CHAPTER XXII shall mutatis mutandis apply.

CHAPTER XXIV.

Finance , Account and Audit.

74 The accounts of the University , including those of the colleges and institutions maintained by the University shall be maintained by the Registrar under the direction of the Vice-Chancellor and the Syndicate and shall be annually submitted to examination and audit ; and such forms and registers as the Syndicate , may direct shall be maintained.

75. A statement of the actual receipt and expenditure of the University for the proceeding financial year , as compared with the

Budget estimates of that year , shall be prepared by the Registrar in the forms prescribed by the syndicate , by the 30 th June , every year and shall be submitted the syndicate for consideration.

76. The statement of accounts , with the comments , if any made by the Syndicate along with the annual reports shall be circulated with the ordinary agenda for consideration at the next ordinary meeting of Senate.

Budget Estimate of Admitted institutions. <sup>77.</sup>

The Budget estimates for the ensuing financial year of every affiliated college except those owned and maintained by the Government, shall be submitted to the Syndicate latest by 1st of May every year in such form as may be prescribed by the Syndicate.

78. The grants-in-aid for the affiliated institutions of the University for the ensuing financial year as finally approved by the Syndicate shall be incorporated in the budget of the University of the financial year.

University Budget Estimates. <sup>79.</sup>

(i) The proposed annual budget estimates of the University for the ensuing financial year shall be prepared by the Registrar in the form prescribed by the Syndicate by the end of October every year.



(2) The syndicate shall approve the budger estimates either with or without alteration and get the budget as finally approved , printed and shall circulate the same to the annual meeting of the Senate.

(3) The Senate shall consider and pass the budget at its Annual meeting eigher without alteration or with such ~~alteration~~ alteration as it may think fit.

(4) No expenditure , not included in the current year's budget , shall be incurred by the University except with the ap roval of the Syndicate.

(5) If at any time , during the current financial year , the Syndicate has reason to believe that the budget estimates under any head is likely to be exceeded considerably or hhat the receipts under any head are likely to faal considerably short of the budget estimates , a supplementary budget shall be prepared and presented to the Senate for consideration at their next ordinary meeting in the same manner as prescribed therein for the annual budget.

(6) The Syndicate Shall have the power to re-allot and re-appropriate any likely savings under any head of the sanctioned budget estimat within the financial year , and a detailed report .

on appropriations so made shall be submitted at the next ordinary meeting of the Senate , and any amount under any head not spent at the end of the financial year shall lapse.

(7) In the case of an emergency the Syndicate can authorise any expenditure from the savings and a detailed report on any such expenditure made shall be submitted at the next ordinary meeting of the Senate.

Audit.

80. (1) The Registrar shall write to the Accountant General , Bihar , not later than the 15 th November every year for the appointment of auditors to audit the accounts of the University.

(2) The Accounts as audited by the auditors appointed by the Accountant General , Bihar , shall within two months of its receipts, be submitted to the State Government and the Chancellor and shall also be placed by the Syndicate before the Senate at the next ordinary meeting.

CHAPTER XXV

Form for estimates

81. The Syndicate will prescribe form to estimates of the University from time to time .

CHAPTER XXVI

Closing balance of the University Fund.

82. Closing balance of the University Fund shall not be reduced below Rs.25,000/- at any time.

CHAPTER XXVII

provident Fund .

Short title.

83. The statutes of this Chapter shall be called the K.S.D.S.University provident fund statutes.

Extent.

84. These Statutes shall apply to all officers, teachers and other servants of the University , other than the members of the public Service in India whose services are lent of the University.

Definitions.

85. Int the Statutes of this Chapter unless there is any thing repugnant in the subject or context :-

(1) Family means-

(1) in the case of male subscriber ,the wife or wives and children of a subscriber , and the widow or widows , and children of a deceased son of the subscriber ;

Provided that if a subscriber proves that his wife has been judicially separated from him or has ceased under customary law of the community to which she belongs to be entitled to maintenance she shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these rules relates unless the subscriber subsequently indicates by express notification in writing to the Registrar that she shall continue to be so regarded ;

(ii) in the case of female subscriber , the husband and children of a subscriber , and the widow or widows and children of a deceased son of a subscriber ;

Provided that if a subscriber by notification in writing to the Registrar expresses her desire to exclude her husband from her family , the husband shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these rules relate

unless the subscriber subsequently cancels formally in writing her notification excluding him.

Note.

1 "Children " means legitimate children .

Note

2. An adopted child shall be considered to be a legitimate child. If any doubt arises , the Syndicate shall satisfy itself that under the personal law of the subscriber , adoption is legally recognised as conferring the status of natural child.

When a person has given his child in adoption to another person and it , under the personal law of the adopter , adoption is legally recognised as conferring the status of a natural child , such a child should , for the purposes of the Provident Fund Rules be considered as excluded from the family of the natural father.

(2) 'Fund' means the K.S.D.University provident fund and includes the individual accounts of the subscribers to that fund ;

- (3) 'Interest' means the interest payable on deposits in the Bank, or on Government securities etc., in which investments are made with the approval of the Syndicate. It also means interest payable by the Subscriber in an advance taken from the fund ;
- (4) 'leave' means any kind of leave granted in accordance with the Statutes ;
- (5) 'Officer' means a whole time officer appointed for a certain period or permanently ;
- (6) 'Registrar' means the Registrar of the K.S.D.S. University ;
- (7) 'salary' means the monthly salary or remuneration received for service rendered, and includes the allowances, drawn during leave of any kind. It includes personal pay and acting allowance ;
- (8) 'Servant' means an employee who holds a permanent appointment ; or has been holding a temporary appointment for a period exceeding one year, ;
- (9) 'Subscriber' means a whole time officer, teacher or any other servant of whose behalf a deposit is made under these statutes ; and
- (10) 'Year' means a financial year .

Management  
of the fund.

86. The fund shall be administered by the university and shall be maintained in India in rupees.

87. (1) Every whole-time officer, teacher and other servant of the University, except Research fellows, Research Assistants and purely seasonal employees, shall subscribe to the fund, on completion of one year's service with effect from the date of his joining, provided that an officer or a teacher appointed to a tenure post without probatory period being prescribed shall subscribe to the Fund from the date he joining his post.

(2) An officer, teacher or other Servant whose Services have been lent to the University by Government shall not be permitted to subscriber to the fund.

Power of Syn-  
dicate.

88. The Syndicate may, from time to time make rules or issue such general or specific directions as may be necessary consistently with these Statutes, as to (a) the conduct of the business of the Fund, (b) any matter relating to the fund or its management, or the investment of sums at the credit of the fund, and may vary or cancel any rules so made or directions so given.

Nominations.

89. (1) The Syndicate shall require every subscriber within one year of joining the Fund to make a nomination in the prescribed form conferring the right to receive the amount that may.

Stand to his credit in the Fund in the event of his death before quitting the service of the University.

(2) A subscriber , who at the time of joining the fund has a family, shall send to the Syndicate a nomination in the prescribed form in favour of one or more members of his family.

(3) A subscriber , who at the time of joining the fund has no family , may similarly nominate any person or persons in the prescribed form , provided that a nomination made under this Article shall be deemed to have been duly made in accordance with these Statutes, only for so long as the subscriber has no family.

(4) If a subscriber , who had no family at the time when he joined in the Fund , subsequently acquired a family , he shall submit to the Syndicate a nomination as provided in clause (2) and , if he has under clause(3) nominated any person other than a member of his family , he shall formally cancel the previous nomination.

(5) A subscriber may , in his nomination , distribute the amount that may stand to his credit in the Fund amongst his nominees at his discretion .

(6) A nomination may be cancelled by a subscriber and replaced by any nomination which is permissible under these Statutes.

(7) on the death of a nominee a subscriber shall make a fresh nomination .

(8) If a nomination is in favour of a minor the subscriber may at the same time nominate a person of persons to whom payment is to be made on behalf of the minor.

90. (1) Every subscriber on leave on full pay shall continue to contribute to the Fund while he is on leave. A subscriber on leave with pay other than full pay , may at his option contribute to the Fund while he is on leave. A subscriber on leave without pay shall not be permitted to contribute to the fund while he is on leave.

(3) No contribution shall be made out of the University funds for any period during which a subscriber is under suspension or does not or is not permitted to subscribe to the Fund .

(4) A subscriber who is on leave with pay , other than full pay , shall intimate to the Registrar before he proceeds on leave whether he wishes to contribute to the fund during the period of his leave . His decision , once made shall be final .

91. (1) The amount of subscription shall not be less than ten paise per rupee of the salary of the subscriber , but a subscriber may , by giving



Notice to the Registrar in writing before the close of the Financial year , increase his subscription upto any one of the following rates from the beginning of the next financial year , namely 15 , 20 or 25 paise , per rupee.

(2) The amount of the subscription shall be calculated on complete rupees of the salary , fractions of a rupee being disregarded. If the amount of the subscription payable contains a fraction of rupee , any such fraction amounting to 50 paise or more shall be calculated as one rupee and any such fraction amounting to less than 50 paise shall be disregarded.

Realization 92.  
of subscription.

Recovery of subscriptions on account of the salary and of the principal and interest of an advance ~~sh~~ shall be made by the Registrar or other Officer of the University , whose duty is to pay such salary from every monthly salary bill presentation and the amount so deducted shall be paid into the subscriber's account of the Fund .

Contribution 93.  
by the University.

(1) Subject to the provisions contained in article 90 of this chapter the University shall make a monthly contribution out of its fund to the account of each subscriber.

(2) Such contributions shall be ten paise per rupee of the Subscribers salary ;

(3) The amount of contribution shall be calculated on complete rupees of the salary, fraction the contribution payable contains a fraction of a rupee any such fraction amounting to 50 paise or more shall be calculated as one rupee and any such fraction amounting to less than 50 paise shall be disregarded.

Deposit of money in a Bank.

94. (1) An account shall be opened in the name of each subscriber in any scheduled Bank approved by the Syndicate or postal Savings Bank accounts, in which shall be credited -

- (i) The subscribers subscriptions ;
- (ii) Contributions made by the University under article 10 of this Chapter ;
- (iii) Any interest allowed by the Bank on the subscribers subscriptions and on the University's contributions and
- (iv) interest as provided by clause (3) of article 103 of this Chapter on advances.

(2) The Registrar shall send to the Bank every month, with the money to be credited, the Pass Book concerned and a statement in the prescribed form.

(3) The money sent by the Registrar shall be credited to by the Bank to the different accounts in accordance with the entries in the Statement and on return of the books from the Bank, the Registrar shall compare the entries made in the Pass-books with the entries made in the statement to see that the former are correct.

15. (1) If the subscriber so desires , the whole or any part of the sum at his credit in the Fund may be invested in the National savings Certificate or in Government promissory Notes of other Government securities. The application form for purchase of such certificates of Government promissory Notes or other Government Securities shall be signed by the subscriber on whose behalf the investment is made and also by the Registrar. The National Savings certificates or Government promissory Notes or the Government Securities shall be endorsed in the name of the Subscriber . Any National Savings Certificate of Government Securities so purchased shall be kept by the Registrar. The transfer of such National Savings Certificate or of the Government promissory Notes or other Government securities , or of their cash value to the subscriber shall be made only under the orders of the Syndicate. National Savings Certificate and other Government securities shall be discharged with the express sanction of the Chancellor.

(2) If a subscriber so desires , the the syndicate May allow , subject to such terms and conditions as may from time to time be laid down in this behalf by the Syndicate, premium on the life Assurance policy or policies of the subscriber to be paid out of his subscription to the Provident fund , which may be standing to his credit in the Fund , Provided such life Assurance policy or policies are assigned

Payment of 96.  
subscribers  
who quits  
Service.

When a subscriber quits the service the amount standing to his credit in the Fund shall, subject to any deduction under article 99 of this Chapter, become payable to him.

Provided that a subscriber, who has been dismissed from the service and is subsequently reinstated shall, if required to do so by the Syndicate, repay any amount paid to him from the Fund in pursuance of this Statute, with interest thereon at the rate specified in Article 103 of this Chapter. The amount so repaid shall be credited to his account in the Fund the part which represents his subscriptions and the interest thereon and the part which represents the University contribution and the interest thereon being accounted in the manner provided in clause (1) of article 94 of this Chapter.

Payment to 97.  
a subscriber  
who retires.

When a subscriber has proceeded on leave preparatory to retirement or has been permitted, while on leave, to retire or has been declared by a medical officer accepted by the Syndicate, to be unfit for further service, the amount of the subscriptions and interest thereon standing to his credit in the Fund shall, subject to any deduction under article 99 of this Chapter and upon application made by him in that behalf become payable to the subscriber.

provided that a subscriber , if he returns to duty shall , if required to do so by the Syndicate, repay to the Fund for credit to his account the whole or part of any amount paid to him from the Fund in pursuance of this article with interest thereon at the rate provided in article 103 of this Chapter , in cash or Government Securities , by instalments or by recovery from his emoluments or otherwise as the Syndicate may direct.

Payment on 98.  
death of a  
subscriber.

Subject to any deduction under article 99 of this Chapter on the death of a subscriber before quitting the Service.

(i) When the subscriber leaves a family ;

(a) If a nomination made by the subscriber in accordance with the provisions of clause (2) of article 89 of this Chapter in favour of a member of his family subsists , the amount standing to his credit in the Fund or the part thereof to which the nomination relates , shall become payable to his nominee or nominees in the proportion specified in the nomination ;

(b) If no such nomination in favour of a member or members of the family of the subscriber subsists , or if such nomination relates only to a part of the amount standing to his credit in the Fund , the whole amount or the part thereof to which the nomination does not relate , as the case may be , shall not with standing any nomination purporting to be .

be in favour of any person or persons other than a member or members of his family , become payable to the members of his family in equal shares ;

Provided that no share shall be payable to --

(i) a married daughter whose husband is alive , or

(ii) a married daughter of a deceased son whose husband is alive.

if there is any member of the family other than the said married daughter :

Provided further that the widow or widows and the child or children of a deceased son shall receive between them in equal parts only the share which that son would have received if he had survived the subscriber.

Note:- Any sum payable under those Statutes to a member of the family of a subscriber vests in such member under sub-section (2) of Section 3 of the Provident Fund Act ,1925.

(ii) When the subscriber leaves no family.

(a) If a nomination made by him in accordance with the provisions of clause (3) of article 89 of this Chapter in favour of any person or persons subsists , the amount standing to his credit in the Fund or the Part thereof to which the nomination relates , shall become payable to his nominee or nominees in the proportion specified in the nomination ;

Note:- When a nominee is a dependent of the subscriber as defined in clause (c) of section 2 of the Provident Fund Act 1925, the amount vests in such nominee under sub-section(2) of section (3) of the said Act.

(b) If no nomination made by him in accordance with the provisions of clause (3) of article 89 of this Chapter subsists or if such nomination relates only to part of the amount standing to his credit in the Fund the relevant provisions of clause (b) and of Sub-clause (ii) of clause (c) of Sub-section (1) of Section 4 of the provident Fund Act, 1925, shall be applicable to the whole amount or the part thereof to which the nomination does not relate.

Deduction.99.

Subject to the condition that no deduction be made which reduces the sum at the subscriber's credit by more than the amount of the contribution made by the University with interest thereon, the Syndicate may deduct from the amount standing to the credit of a subscriber when that amount becomes payable any amount due from him to the University. When the subscriber has been dismissed for grave misconduct or has resigned, without good and sufficient reason, his employment under the University within three years of the commencement thereof, otherwise than by reason or superannuation or a medical certificate accepted as sufficient by the Syndicate, that he is unfit for further

Service , the Syndicate may deduct the whole or any part of the contribution made by the University and of any interest thereon .

Payment. 100

(1) When the amount standing to the credit of a subscriber in the Fund or the balance thereof after any deduction made under article 89 of this Chapter , becomes payable the Syndicate shall , after satisfying themselves , that no such deduction ought to be made , make payment as provided in Section 4 of the provident Fund Act, 1925,

(2) If the person to whom , under these Statutes , any amount is to be paid is a lunatic for whose estate a manager has been appointed in this behalf under the Indian Lunacy Act ,1912 , payment shall be made to such manager and not to the lunatic.

(3) Any person who desires to claim payment under this Statute shall send a written application in that behalf to the Syndicate.

101. (1) When the pecuniary circumstances of a subscriber are such that indulgence is , in the opinion of the Syndicate necessary , a temporary advance not exceeding , except for reasons to be recorded in writing , six months pay and in no case exceeding the amount of the subscriptions and interest thereon standing to the credit of the subscriber in the Fund at the time when the advance is granted , may be allowed by the Syndicate. The



Following may be recognised as legitimate occasions for such advances :-

(a) To pay expenses incurred in connection with the illness of a subscriber or a member of his family ;

(b) To pay expenses in connection with marriage , funerals or ceremonies which by the religion of the subscriber it is incumbent upon him to perform and in connection with which it is obligatory that expenditure should be incurred.

(c) to pay expenses in connection with the studies abroad of the subscriber or any person actually dependent on him or for expenses in connection with the education in India (technical or professional) of a person actually dependent on the subscriber subject to the conditions laid down , by the Syndicate .

(2) (a) If a subscriber , who has put in at least five years service and is not to retire within the next five years from the University , desires either to purchase or to build a house or to re-build or repair a house already owned by him , the Syndicate may advance for the purpose a loan of a sum not exceeding the subscriber's own contribution to the provident Fund and three-fourths of the total contribution by the University to the said Fund ;

(b) a subscriber , applying for a loan of any sum for the purpose stated in sub-clause (a) above , must satisfy the Syndicate that he has or after payment will have a satisfactory title to the land on which the house to be acquired or built or rebuilt will stand or on which the house to be repaired stands and that the land and the house is or will be worth the money advanced and that the money advanced will be utilised for the purpose for which it will be advanced ;

(c) in order to secure the repayment of any sum advanced to him for any of the aforesaid purposes the subscriber must give the University a first mortgage of the land in respect of which such advance is sought and of all buildings standing or to be erected thereon and must give such additional security as the Syndicate may require . The

Syndicate may accept such other security in lieu of mortgage of land and buildings as it may consider satisfactory .

(d) The amount advanced for purposes stated in Sub-clause(a) above shall be recovered by monthly instalments , ordinarily sixty in number, but a subscriber may at his option refund the amount advanced in fewer instalments than the number prescribed.

102. An advance shall not , except for special reasons to be recorded in writing by the Syndicate , be granted under article 101 of this Chapter until at least twelve months after the final payment of all previous advances together with interest thereon .

103. (1) An Advance shall be recovered from the subscriber in such number of equal monthly instalments as the Syndicate may prescribe ; but such number shall not be less than twelve unless the subscriber so elects , or more than twenty-four , except that in the case of an advance granted for the purpose of building a house the number may be extended up to one hundred and twenty . A subscriber may at his option make repayment in a smaller number of instalments than that prescribed. Each instalment shall be in whole rupee , the amount of the advance being raised or reduced , if necessary to admit the fixation of such instalments.

(2) Recovery shall be made in the manner prescribed by article 92 of this Chapter for the

realisation of subscription and shall commence on the first occasion after the advance is made on which the subscriber draws pay for a full month. Recovery shall not be made while the subscriber is on leave without pay or in the receipt of a subsistence grant and may be postponed by the Syndicate during the recovery of an advance of pay granted to the subscriber .

(3) After the principal of the advance has been fully repaid , interest shall be recovered thereon at the rate of one -fifth percent of the Principal for each month or broken portion of a month during the period between the withdrawal and complete repayment of the Principal , Such interest shall ordinarily be recovered from the subscriber in one monthly instalment but may , if the subscriber so desires , be recovered in two or more instalments as may be decided by the Syndicate .

104 If more than one advance has been made to a subscriber each advance shall be treated separately for the purpose of recovery.

105. Non-refundable withdrawal of Provident Fund money.

(1) A non -refundable advance from the P.F. account can be sanctioned to a subscriber for the following purposes :-

- (i) Marriage ,
- (ii) Higher Education , and
- (iii) House building .

(2) The non-refundable advance shall be sanctioned subject to the following General and specific terms and conditions :-

(A) General terms and conditions-

(i) Non-refundable advance shall be sanctioned in cases of only such subscribers as have service (including broken periods , if any) or have less than five years to attain the age or superannuation .

(ii) The authority competent to sanction refundable advances from the Fund , shall be competent to sanction non-refundable advance also.

(B) Specific terms and conditions.

(i)

For marriages :-

(1) The non-refundable advance can be sanctioned only for the marriage of the subscriber 's daughters and sons .

(2) (a) The amount of withdrawal in respect of each marriage will be ordinarily limited to the amount actually subscribed by the subscriber along with the interest thereon , standing to his credit or six months pay of the subscriber , which ever is less .

(b) The amount admissible for each marriage shall be determined as if the advances are sanctioned separately , one after the other .

(c) In special cases the Syndicate can relax the limit prescribed in clause (2) (a) above.

(3) The non-refundable advance cannot be drawn earlier than three months preceding the month of marriage, within one month after the marriage the subscriber shall furnish a certificate to the sanctioning authority that the amount withdrawn has been utilised for the purpose for which it was sanctioned.

(ii) For higher education .

(1) The non-refundable advance can be sanctioned only for the education of the subscriber's children actually dependant on him, outside India and for technical and professional education inside India.

(2) The amount admissible for this purpose will be the same as for marriage, but the withdrawal shall be made annually.

(3) A certificate regarding the proper utilisation of the advance from the head of the institution in which the dependant is studying shall be furnished to the sanctioning authority before next advance is withdrawn.

(iii) For house building :-

(1) The non-refundable advance may be sanctioned to a subscriber for building or acquiring a house including the cost of land and materials

or repaying any loan taken for the said purpose or effecting thorough repairs and additions to a house already possessed by the Subscriber.

(2) The limit of amount admissible for this purpose will be the amount actually subscribed with interest thereon or the actual cost, whichever is less.

(3) This advance can be withdrawn in instalments or in a lump as the subscriber desires.

(4) The subscriber shall furnish a certificate within six months from the date of withdrawal, duly supported by documents, to the effect, that the amount withdrawn has been utilised for the purpose for which it was sanctioned.

Application in the prescribed form for the non-refundable advance shall be made by a subscriber to the Syndicate through the Registrar and the head of the College or Institute in which he serves and he shall execute such securities or bonds as the Syndicate may decide from time to time.

106 A provident fund ledger in the prescribed form having a separate page for every subscriber's account shall be maintained by the Registrar in his office together with a monthly abstract of balance in the prescribed form.

107. The ledger account of every subscriber upto the 31 st day of March shall be made out annually and a copy shall be presented to him within sixty days. The subscriber shall within one month of the receipt of the copy , certify in writing as to the correctness thereof.

CHAPTER- XVIII

Conditions of service of Teachers in affiliated institutions other than those maintained by Government.

108. Every teacher of an affiliated institution shall be appointed on a written contract which shall be lodged with the Principal of the College or the Director of the Institute as the case may be and a copy thereof shall be furnished to the teacher concerned :

Provided that the contract between the principal or the Director of the institution concerned shall be lodged with the Secretary of the Governing Body.

109. In the case of permanent appointment of a teacher in the cadre , leave and increment shall count from the date on which he actually assumes the duties of the post. The date of confirmation within a particular grade shall determine seniority in the grade.

110. (a) When a teacher who has been serving in a lower grade is appointed to a higher grade his new appointment in the higher grade shall be on probation for two years.

(b) During his period of probation in the higher grade he shall hold a lien on his post in the lower grade. Appointment in the higher grade on probation or after confirmation will not effect his privileges as regards leave, not effect his continuity of his service.

(c) In special cases appointments on any higher initial pay within the above scales may be made.

111. The Syndicate may relax the minimum qualifications laid down for the appointment if the candidates possessing the requisite qualifications are not available even though the post has been advertised twice.

112. The number of teachers in every affiliated institution shall be such as may be determined by the Syndicate from time to time keeping in view the number of subjects and students in that institution.

113. All appointments of the teachers in the affiliated institutions concerned and shall be made by the Governing Body of the institution concerned and shall be subject to approval by the Syndicate. No appointment shall be approved unless.



- (a) The post existed at the time to of the commencement of the Statutes in this behalf or has been created after that date with the sanction of the Syndicate;
- (b) The vacancy was duly advertised except where promotion was recommended ;
- (c) the person appointed possesses the minimum qualification as prescribed for the post ; and
- (d) the appointment was made by the Governing Body at its meeting.

114. Within a fortnight of the appointment of any teacher or teachers made by the Governing Body of any affiliated institution , the decision of the Governing Body shall be forwarded to the University along with a copy of the advertisement for the post with the following information :-

- (a) Name of all the applicants ;
- (b) Their qualifications with class , year of passing examination and name of the institution from which they passed.
- (c) Age
- (d) Home / District
- (d) previous appointments held by them , if any ,
- (f) Whether they are qualified to teach through the medium of Sanskrit ,
- (g) Nature of the appointment and the vacancy against which the appointment has been made.

115. The Syndicate shall after due consideration and enquiry if any , communicate its approval or disapproval of any or all such appointments to the Secretary concerned ordinarily within a month of

of the receipt of the information . No teacher shall be allowed to join his substantive post unless his appointment has been previously approved by the Syndicate .

116. Notwithstanding any thing contained in these Statutes , it shall be permissible for the Secretary of any affiliated institution in consultation with the Head of the institution and with the approval of the president of the Governing Body to make an appointment on a temporary basis for a period not exceeding three months to any post , and to permit the person so appointed to join his post ; Provided that a report of such appointments shall be made to the Syndicate immediately thereafter.

117. (1) Every substantive appointment to the teaching staff shall be made by the Governing Body on probation for two years and if at the end of this period of active service as probationer the appointment is confirmed the engagement of the teacher shall not be terminated except in the manner as provided in the Statutes. The probation may be extended by not more than one year.

(2) If after a period of six months from the date on which the period of probation expires, he is not confirmed by the Governing Body , the teacher shall have right of appeal to the Syndicate , and the Syndicate, after giving an opportunity to the Governing Body to stated their point

of view and on securing from the Head of the institution , the confidential report about the teacher , shall the matter , and its decision shall be final .

(3) No post in any subject shall be abolished except with the previous sanction of the Syndicate.

(4) Any dismissal following suspension shall date from the day on which the teacher was first suspended.

(5) The termination of the service of a person -

- (i) during the period of his probation or
- (ii) during the period in which he holds a temporary appointment or (iii) on abolition of a post will not amount to discharge or dismissal .

118. (1)(i) The Governing Body of every affiliated institution may , subject to the provisions in these statutes , pass an order of orders on a teacher having one or more of the following effects, namely :-

- (a) warning or censure ;
- (b) withholding of increment ;
- (c) recovery from pay of the whole or part of any pecuniary loss caused to the institution by his negligence ;

(d) discharge , and

(e) dismissal .

(ii) Where there is a prima-facie case against a teacher of so serious a nature which if proved, will incur the penalty of discharge

Or dismissal , the Governing Body may order that the teacher be suspended pending the investigation of the charges.

(2) No order under article 118 (1) (b) (c) (d) or (e) of the Chapter shall be passed unless ,

(a) regular charges have been framed against the teacher and communicated to him with a statement of the grounds on which it is proposed to take action and (b) he has been given adequate opportunity (i) of submitting a written statement of his defence (ii) of being heard in person if he so chooses , and (iii) of calling and examining such witnesses in his defence as he may wish , provided that the Committee or Officer authorised to conduct the enquiry may , for sufficient reasons to be recorded in writing refuse , to call any witness.

(3) Where an order of suspension has been passed against a teacher , the charges against him shall be communicated to him with the receipt of the date of suspension and the teacher will be required to submit an explanation within thirty days of the communication of the charges to him . On receipt of the explanation , the Governing Body will decide the matter within two months of the receipt of the explanation . The teacher shall be allowed a subsistence allowance to the extent of one half of his salary during the period of

suspension . In case he is exonerated from the charges , he shall be reinstated and entitled to his full salary for the period of suspension .

119.

(1) Any member of the teaching staff of an affiliated college or institution holding a substantive post may at any time terminate his contract by giving three month's notice in writing or by paying a sum equal to three month's salary to the Governing Body , provided that the Governing Body may accept a shorter notice.

(2) The services of any member of the teaching staff and holding a substantive post , shall not be terminated except in the manner prescribed and that only after giving three months notice in writing or on the payment of three months salary in lieu of notice.

(3) In the case of teachers appointed on a temporary basis the services may be terminated by giving one months notice on a either side or by payment of a sum equal to one month's salary by the party choosing to terminate the service.

(4) A teacher , however , shall not be entitled to any notice :-

- (a) if he is dismissed on grounds of misconduct ;
- (b) if his service has been terminated on the expiry of the date up to which he was appointed on a temporary basis ;
- (c) if he is a teacher working in a leave vacancy and his service has been terminated on return to duty of the permanent incumbent .

120. (1) When action or actions have been taken against any teacher under article 118 (I)(b) (c) (d) or (e) of this Chapter, the teacher concerned shall have a right of appeal to the Syndicate against the order of the Governing Body within thirty days of the receipt of the said order .

(2) The Syndicate shall appoint a Tribunal consisting of authority as well as the teacher concerned .

121. No increment due to any teacher shall be withheld or postponed without the approval of the Syndicate .

122. Teachers of affiliated institution shall be entitled to the same benefit of provident Fund as may be permissible for teachers in the service of the University and the Statutes made in this behalf for the University staff shall apply with such consequential adaptations as may be necessary and approved by the Syndicate. The Governing Body shall administer the Fund , including the opening and closing of accounts , and sanction investments , advances , payments and withdrawals .

123. The rights and privileges as regards pay , leave provident fund or continuity of service ,

of service already acquired by a teacher who is in service of any affiliated institution from before or who is appointed to a higher grade , shall not be adversely affected by these Statutes.

124. No member of the teaching staff of an affiliated College or institution shall apply for any post under any other authority except through the Head of the institution and the head shall apply through the president .

125. No teacher of an affiliated college or institution shall engage himself in any trade or business . He shall devote his whole time to the service of the institution .

126. All teachers of affiliated institutions appointed on permanent basis , and not holding a tenure post , shall retire on attaining the age of 60.

Provided that the Syndicate may on the recommendation of the Governing Body of the institution concerned , in the interest of the institution grant any of them exceeding one year at a time but in no case exceeding 5 years in all .

#### CHAPTER - XXIX

127. The Syndicate shall lay down the conditions for the recognition of the tois.

CHAPTER - XXX

RELATION OF AFFILIATED INSTITUTIONS ( OTHER THAN THOSE MANAGED BY THE STATE GOVERNMENT ) WITH THE UNIVERSITY .

128. (1) Every admitted institution shall comply with , and duly observe , the provisions of the law of the University in so far as they apply to affiliated institutions .
- Management and constitution of Governing Body. (2) Every institution already affiliated , of when affiliated , must be under the management of Governing Body ( which term includes a managing Committee) regularly constitution framed and adopted for the management of any such institution and approved by the Syndicate.
- (3)(a) The constitution of every affiliated institution shall provide for the formation of a Governing Body of the formation of a Governing Body of the institution consisting of eleven members as follows :-
- (i) Principal of the institution , Ex-Occicio .
- (ii) One representative of teachers to be selected by rotation for one year by the Principal on the basis of seniority in service in the institution concerned.
- (iii) One representative of the University to be nominated by the Syndicator for one academic session at a time nominated by the Syndicate.
- (iv) One officer of the State Government not below the rank of a sub-Divisional Education Officer to be nominated by the Syndicate.



- (v) Not more than three members from amongst the founders or their legal heirs, donors, benefactors or their representatives, trustees and/or associations or their nominees primarily responsible for the founding or maintenance or improvement of the institution to be nominated by the Syndicate. The allocation of the three seats among these categories shall be determined by the Syndicate in the case of each having regard to the special circumstances of each case. In case the Syndicate finds that only one or two of such seats can be allocated in the case of any particular institution, the remaining seat or seats may be kept vacant or may be filled up by the Syndicate as it thinks fit and proper, after taking into consideration the views, if any, of the sponsors and / or that members of the Governing Body as the case may be.
- (vi) One member of the legislature, preferably residing in the District in which the institution is situated to be nominated by the Syndicate in consultation with the members of the Governing Body.
- (vii) Two representative of the public from the locality to be nominated by the Syndicate.
- (viii) One representative of the guardians to be nominated by the other members of the Governing Body.
- (b) Except in the case of Ex-officio members, the representatives of teachers, and the University representative, the term of member of the Governing Body of every affiliated institution shall be three years from the date they take office.
- (c) The Governing Body of every affiliated institution shall, at its first meeting, elect the following office bearers who shall hold office for three years from the date than

take office , but they shall cease to hold office if and when they cease to be members of the Governing Body :-

- (i) President .
- (ii) Secretary .
- (iii) Assistant Secretary :

Provided that the Principal of a college or the Director of an institute shall not be eligible to seek election to any of these offices.

(d) Five members of the Governing Body shall form a quorum for the meetings of the Governing Body .

(4) (a) Any members , except an ex-officio member , who fails to attend four consecutive meetings of the Governing Body of the institution of which he is a member without obtaining leave from it , shall be deemed to have vacated his seat in the Governing Body and all such vacancies shall be immediately filled up in the manner prescribed .

(b) A member once nominated to the Governing Body of any affiliated institution shall continue to be a member of the full term of his membership unless his membership ceases earlier due to death , resignation or continued absence from meetings of the Governing Body as provided in Sub-clause (a) above .

(5) In the case of the constitution of the Governing Bodies of affiliated institutions framed prior to the making of those statutes, Syndicate shall have the power to amend or revise the constitution wherever necessary in order to bring it, as far as possible, in conformity with the provisions of these statutes, but it shall not invalidate their previous actions.

(6) No act or the proceedings of the meetings of the Governing Body of an institution shall be invalidated merely by reason of the existence of a vacancy or vacancies among its members.

(7) Every change in membership and every change or president, Secretary or Assistant Secretary of the Governing Body of an affiliated institution shall immediately be reported to the University under the signature of the Chairman and the Secretary or the Assistant Secretary.

(8) The constitution of any affiliated institution as approved by the Syndicate, may subsequently be amended in the constitution itself, or if there is no such provision, in any other manner by the persons or authorities competent to do so, but no such amendment shall become effective unless it is approved by the Syndicate:

(9) If at any time, the Syndicate is satisfied that the constitution of any affiliated institution should, for efficient management of the institution, be amended, the Syndicate may call upon the authorities of the institution to amend the constitution, and give effect to the amendment, according to the directions issued by the Syndicate within such time as may be specified.

(10) The Governing Body of every affiliated institution shall meet at least six times a year.

(11) A true copy of the proceedings of all meetings of the Governing Body of every affiliated institution, with a copy of the Agenda, shall be forwarded to the University by the Secretary of the Governing Body concerned within a fortnight of the meeting.

129.  
Suspension  
or dissolu-  
-tion of  
Governing  
Body. ---

(1) The Syndicate may, after due consideration of the explanation submitted by the Governing Body, if any, dissolve and order reconstitution of the Governing Body of any affiliated institution, or order the suspension or cancellation of any grant in aid to the institution concerned, for any one or more of the following or similar reasons :-

- (a) That the institution has failed to comply with the directions issued by the Syndicate under the laws of the University within the specified time ;
- (b) That the institution has failed to observe the provision of the laws of the University ;
- (c) that the affairs of the institution have been grossly mismanaged.

(2) The Syndicate shall , in case any order for dissolution of the Governing Body of any affiliated institution is passed , take possession of all properties and funds of the institution and administer its funds and make other necessary temporary arrangements for the management of the affairs of the institution till a new Governing Body is constituted or till the question is otherwise settled , and

- (a) convene meetings of the Governing Body ;
- (b) preside when present at the meetings of the governing Body ;
- (c) approve the agenda of the meetings of the Governing Body as prepared by the Secretary ;
- (d) grant to the Principal casual or quarantine leave and permission to leave the station .

Rules of 130.  
business

The Governing Body of every affiliated institution shall adopt the model rules of business framed by the Syndicate, with such modifications as may be deemed necessary , provided the modifications so made shall not be effect unless approved by the syndicate.

(9) If at any time, the Syndicate is satisfied that the constitution of any affiliated institution should, for efficient management of the institution, be amended, the Syndicate may call upon the authorities of the institution to amend the constitution, and give effect to the amendment, according to the directions issued by the Syndicate within such time as may be specified.

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- (b) Carry on correspondence with the University and the Government and others with regard to the decisions of the Governing Body ;
- (c) On applications being forwarded or recommended by the Principal , grant all other kinds of leave to the staff in anticipation of the sanction of the Governing Body where sanction is needed ; and
- (d) be responsible for taking such action on behalf of the Governing Body as he may be authorised to take , or which may become necessary in view of any decision of the Governing Body .

Assistant Secretary 134

The Assistant Secretary of the Governing Body of an affiliated institution shall perform such functions of the Secretary as are delegated to him by the Secretary in writing and in case of emergency , when the Secretary is absent , he shall take such action as is needed in the circumstances.

The Principal or the Director 135.

In every affiliated institution , the Head of the Institution shall be the principal or the Director and shall -

- (a) assign duties ( teaching , administrative and extra-curricular ) to the staff of the institution and see to the performance of these duties by them ;
- (b) be responsible for the maintenance of discipline in all its aspects in his institution and , for that purpose , shall have the power to take such action as may be necessary , subject to the laws of the University ;
- (c) grant casual or quarantine leave , or permission to leave station to the members of the staff of the institution ,

(d) be the custodian of all records of the institution ;

(e) shall carry on all correspondence, except those mentioned in clause (3) (b) of this article ;

(f) subject to the control and directions of the Syndicate have powers to make rules, not inconsistent with the laws of the University, for the internal management and guidance of the departments, clubs, societies, staff and students of his institution, and a copy thereof shall be submitted to the Governing Body and the University for information ; and

(g) be responsible for the enforcement and observance of the laws of the University.

136. In case of any difference between the principal and the

Secretary of an affiliated institution either of them may refer the matter to the Governing Body.

Submission 137. Every affiliated institution must maintain such registers of returns and reports, and records as may be prescribed by the Syndicate.

138. Every affiliated institution shall submit periodically and in the form prescribed by the Syndicate, such annual and periodical returns and such reports as are required to be submitted under the laws of the University, or as may from time to time be required to be submitted by the authorities and officer of the University .



Inspection. 139. Every affiliated institution with its accounts , registers proceedings of meetings , and other records must be open at all times to inspection by the president the Secretary of the Governing Body and any officer or officers of the University or any other person or persons appointed for the purpose or authorised by the Syndicate to conduct any inspection or enquiry .

Games and physical Training . 140. Every affiliated institution shall make suitable provision for games and physical exercises for students wherever possible .

Library. 141. Every affiliated institution shall adopt the model library unless , to be framed by the Syndicate with such modifications as may be deemed necessary , but the modifications shall become effective only when approved by the Syndicate.

Vacation and Holidays . 142. (1) The maximum number of holidays during a calender year in any affiliated institution shall not exceed 152 days inclusive of Astemi , Pratipada or Sunday-s and local holidays .

(2) No additional holidays in honour of a visitor shall exceed one day at a time , except when granted by the president of India, Governor or Chancellor or Pro-Chancellor: such Provided that the total of/holidays in year shall not exceed days .

(3) The Principal or Director of every institution shall prepare a list of holidays for every calendar year and get the same approved by the Governing Body of the Institution.

Professor  
-in-charge  
of college.

143.

(1) The Principal or Director of an affiliated institution, shall, when leaving the station during working days either on duty or on leave, take from the president in his absence the secretary of the Governing Body, permission to leave the Station, and shall nominate the seniormost teacher available to be in charge of the institution during his absence.

(2) If the Principal or Director of an affiliated institution is not detained during a vacation and intended to go out of the station, he shall nominate a teacher whom he thinks fit, to be in charge of the institution for the period of his absence, and shall get it approved, before the vacation begins, by the president or in his absence by the Secretary of the Governing Body.

Stock taking.

144.

(1) Stock taking of books, furniture, apparatus, chemicals, athletic goods and medicinal stores and hostel and Common Room equipments of every affiliated institution shall be done once a year by a member or members of the teaching staff, other than the teachers in charge nominated by the Principal for the purpose and the report or

reports on such stock- taking shall be placed before the Governing Body for consideration at its meeting .

(2) The report or reports of such annual stock taking with the resolution of the Governing Body thereon and the result of any action taken in pursuance , thereof , shall be open for perusal by University Officers , inspectors or auditors .

Grant-in-  
Aid. 145.

All applications for Grant-in- aid shall be made by the Governing Body of an affiliated institution in the manner prescribed by rules made by the Syndicate.

Funds and  
accounts of  
the Institu-  
tion. 146.

(1) Save as otherwise directed by the Syndicate , the different funds of every affiliated institution shall be kept separately in a scheduled Bank or Banks or in Postal Savings Banks in the name of the Institution and the Central Fund and the students Fund shall be operated and administered by the Principal in accordance with the sanctioned budget or budgets ; and the Trust Fund , the Reserve Fund , the Building Fund and any other Fund shall be operated Jointly by the Secretary and the Principal in accordance with the directions of the Governing Body :

Provided that the principal or Director shall obtain the previous approval of the Governing Body of the institution concerned for all orders to be placed or all contracts .

expenditure entered into, relating to non-recurring items of expenditure included in the budget, and exceeding Rs.250/- .

(2) Every affiliated institution shall maintain its accounts in such manner and in such account books as may be prescribed by rules made by the Syndicate.

(3) All account books and connected vouchers etc., shall be open to examination by any officer entitled to visit the institution or by any person appointed by the Governing Body or the Syndicate to examine or audit the accounts .

Staff of the institution: 147.

(1) Subject to the provisions of the Statutes made in that behalf, teachers of every affiliated institution shall be appointed within the budget provisions and may be suspended, dismissed or discharged by the Governing Body, in accordance with the provisions laid down in the Statutes .

(2) The non-teaching and ministerial staff of every affiliated institution shall be appointed within the budget provisions, and may be suspended, dismissed or discharged by the Governing Body. The non-teaching staff shall have the right of appeal to the Syndicate within 30 days of the receipt of any such order.

(3) The inferior staff of every affiliated institution shall be appointed within the budget provisions, and may be suspended, dismissed or

discharged by the principal , subject to a right of appeal by the aggrieved person to the Governing Body of the institution within 30 days of the receipt of any such order .

148. Where the services of any employee of an affiliated institution are required by the University , the employee concerned shall have a lien over his post in the affiliated institution for such period as the Syndicate may decide .

CHAPTER - XXI

GENERAL CONDITION OF SERVICE.

149. These Statutes may be called the Service Statutes of the Kameshwar Singh Darbhanga Sanskrit Vishwa-vidyalaya and they are applicable to all such servants as are in the employment of the University :

Provided that their applicability in regard to persons transferred to the employment of the University under Section 41 of the Act shall not deprive them of any rights or privileges to which they are entitled under such terms of transfer as are determined by the State Government:

Provided further that their applicability in regard to persons appointed and transferred to the employment of the University under -

Section 42 shall be subject to such privileges granted to them by the K.S.D.S. Vishwavidyalaya established under the K.S. Sanskrit University Act of 1960 being preserved and respected in so far as they are not inconsistent with any provision of the Act; such person shall, however, be employed on the same terms as are for the time being applicable to officers, teachers and other servants appointed under the Act.

150. In these service statutes unless there is any thing repugnant in the subject or context, - (i) "average pay" means the average monthly pay earned during the twelve complete months immediately preceding the month in which the event occurs which necessitates the calculation of average pay. If no pay was earned during a portion of the aforesaid twelve months, such portion shall be excluded from the calculation and the average pay shall be determined by the pay earned during the remaining portion.

Note:- The expression used in this definition should be interpreted literally. Thus, any periods during which a University servant may have been on leave or on joining time, should be excluded, as no "pay" is drawn during such periods. But the emoluments drawn during vacations by a University servant of vacation department should be treated as pay drawn on duty, and should be taken into account in calculating the average pay;

(ii) "foreign service" means service in which a University servant received substantive pay with the sanction of the University from any other employer;

(iii) "holiday" means -

- (a) a holiday prescribed or notified by the Syndicate of University ; and
- (b) in relation to any particular office , department , institute , college, or other institution a day on which it is ordered by the Vice-chancellor to be closed for transaction of University business without reserve or qualification ;
- (iv) " inferior service " means any kind of service which may be closed from time to time as such by the Syndicate and any other kind of service the maximum pay of which does not ordinarily exceed Rs.45/- a month ;
- (v) " leave salary " means the monthly amount paid by the University to a University servant on leave ;
- (vi) "lien " means the title of University servant to hold substantively , either immediately or on the termination of a period or periods of absence , a permanent post , including a tenure post to which he has been appointed substantively ;
- (vii) " month " means a calendar month . In calculating the period expressed in terms of months and days , complete calendar months , irrespective of the number of days in each , should first be calculated , and the add number of days calculated subsequently ;
- (viii) " officiate " A University servant officiates in post when he performs the duties of a post on which another University servant holds a lien . A University Servant may , however be appointed to officiate in a vacant post on which no other person hold a lien by the authority competent to make a substantive appointment to the vacant post ;
- (ix) " pay " means the amount drawn monthly by a University servant as -
- (a) the pay to which he is entitled by reasons of his position in a grade or pay ;
  - (b) special pay and personal pay ;
  - (c) any other recurring emoluments which may be specially classed as pay by the Statutes ;

- (x) "permanent post" means a post carrying a definite rate of pay and sanctioned without limit of time ;
- (xi) "personal pay" means pay granted to a University servant -
  - (a) to save him from a loss of substantive pay in respect of a permanent post other than a tenure post due to any reduction of such substantive pay otherwise than as a disciplinary measure , or
  - (b) in exceptional special circumstances , on other personal consideration ;
- (xii) "special pay" means an addition of the nature of pay to the emoluments of a post or to the pay of a University servant granted in consideration of -
  - (a) the special arduous nature of the duties ; or
  - (b) a special addition to the work of responsibility ;
- (xiii) "substantive pay" means the pay other than special pay , personal pay , or emoluments classed as pay by the Statutes to which he has been appointed substantively or by reason of his substantive position in a grade of pay ;
- (xiv) "superior service" means any kind of service which is not classified as inferior ;
- (xv) "temporary post" means a post carrying definite or scale of pay and sanctioned for a limited time ;
- (xvi) "tenure post" means a permanent post which an individual University servant may not hold for more than a limited period ;
- (xvii) "terms of transfer" means the terms of transfer as determined by the State Government under section 41 ;
- (xviii) "University servant" means a person in the employment of the University and drawing pay from its funds .
- (xix) "Vacation department" means a University Department , college, institute or institution to which regular vacations are allowed , during which University servants employed in them are permitted to be absent from duty .



151. Except as provided by these Statutes , no person may be substantively appointed to a permanent post in the University Service unless he produces a medical certificate of health signed by a Civil Surgeon or an Assistant Civil Surgeon as may be prescribed by the Syndicate . The production of a fresh medical certificate under this Statute will not be necessary if the University servant has already produced a medical certificate and has been in the University service since that time without a break . The forms of medical certificate to be used in case of appointments of teachers and officers and in case of other servants of the University shall be prescribed by the Syndicate ;

Provided that a Government servant whose services are transferred to the University under the provisions of the Act and the Statutes and who had produced a medical Certificate of health at the time of his entry into Government service shall not be required to submit such a certificate again .

152. Every salaried officer , except the Vice-Chancellor , Pro-Vice-Chancellor and every teacher of the University other than officers and teachers who are members of the public services in India and whose services have been lent to the University under sub-section (2) of section 42 shall be appointed on a written contract in a form to be prescribed by the Syndicate .

153. Unless it is otherwise provided , the whole time of a University servant shall be at the disposal of the University during the period of such employment and he will not engage himself in any trade , business , occupation or in any remuneration outside the University without the previous permission of the Vice-Chancellor whose orders on the matter shall be final and that he will not (except in case of accident or sickness certified by competent medical authority ) absent himself from his said duties without the permission in writing of the person authorised in this behalf by the University .
154. The Syndicate may transfer a University employee from one post to another , provided that , except -  
(i) On account of inefficiency or misbehaviour , or  
(ii) on his written request ,  
a University servant shall not be transferred substantively to or appointed to officiate in a post carrying less pay than the pay of the permanent post on which he holds a lien .
155. A University servant may be required to subscribe towards pension , insurance or provident funds in accordance with such statutes and rules as may be prescribed .

156. Subject to any exceptions specially made, a University servant shall begin to draw the pay and allowances attached to the tenure of a post with effect from the date on which he assume the duties of that post, and shall cease to draw them as soon as he ceases to discharge those duties.

157. No University servant shall be entitled to pay or allowances for any time he may spent out side his sphere of duty without proper authority.

158. (a) A University servant belonging to a vacation department shall be considered to have availed himself of a vacation or a portion of a vacation, unless he has been required by general or special order of the appropriate authority to perform duty of any kind during such vacation or portion thereof other than routine duties which do not necessitate his personal presence at the place where such duties are normally performed ;

Provided that such a servant who, owing to such an order, is able to avail himself of any fifteen or less number of days of vacation, shall be regarded as having been on duty during the whole vacation.

(b) A University servant belonging to a vacation department who leaves his place of duty during a vacation is liable to be re-called at his own expense.

159. (a) More than one University servant cannot be appointed substantively to the same permanent post at the same time .
- (b) A University servant cannot be appointed substantively to a post on which another University servant holds lien .
- (c) A University servant cannot be appointed , except as a temporary measure , to two or more permanent at the same time .
160. Unless it be otherwise provided , a University servant on substantive appointment to any permanent post acquires a lien on that post and ceases to hold any lien previously acquired on any other post .
161. Unless his lien is suspended a University servant holding substantively a permanent post retains a lien on that post -
- (a) while performing the duties of that post ;
- (b) while on deputation or holding a temporary post , or officiating in any other post ;
- (c) while on leave ; and
- (d) while under suspension .
162. (1) The lien of a University servant on a permanent post which he holds substantively shall be suspended , if he is appointed in a substantive capacity -

- (i) to a permanent post outside the grade of pay on which he is borne , or
- (ii) to a tenure post , or
- (iii) provisionally , to a post on which another University employee would hold a lien , had his lien not been suspended under this Statute .

(2) The Syndicate may , at its option , suspend the lien of a University servant on a permanent post which he holds substantively if he is deputed out of India or transferred to foreign service , or in circumstances not covered by clause (1) above , is transferred , whether in a substantive or officiating capacity , to a post in another grade of pay and if in any of these cases the Syndicate is of the opinion that he will remain absent from the post on which he holds a lien for a period of not less than three years .

(3) If the lien of a University servant on a post is suspended under clauses (1) and (2) above , the post may be filled substantively and the University servant appointed to hold the post substantively shall acquire a lien on it provided that the arrangement shall be reversed as soon as the suspended lien revives .

(4) The lien of a University servant which has been suspended under clause (1) above shall revive as soon as he ceases to hold lien on a post of the nature specified in items (i) (ii) or (iii) of the said clause .

(6) The lien of a University servant which has been suspended under clause (2) above shall revive as soon as he ceases to be on deputation out of India or on foreign service or to hold a post in any other grade of pay, provided that a suspended lien shall not revive, because the university servant takes leave, if there is reason to believe that he will, on return from leave continue to be on deputation out of India or on foreign service, or to hold a post of another grade of pay, and the total period of absence on duty will not fall short of three years, or that he will hold substantively a post of the nature specified in items (i), (ii) or (iii) of clause (1) above.

163. The lien of a University servant on a post may in no circumstances be terminated, even with his consent, if the result will be to leave him without a lien or a suspended lien upon a permanent post.

(b) In a case covered by item (i) of clause (1) of article 162 the suspended lien may not, except on a written request of the University servant concerned, be terminated while he remains in the University service.

164. Subject to provision in Statutes, the Syndicate may transfer to another permanent post in the same grade of pay the lien of a University servant who is not performing the duties of the post to which the lien relates even if that lien has been suspended.

165. Unless the Syndicate , in view of the special circumstances of the case shall otherwise determine a University servant after five years continuous absence from duty , whether with or without leave , shall cease to be in the employ of the University .

166. The officers , teachers and other servants transferred to the employ of the University in accordance with section 42 shall be employed by the Syndicate in such manner as may be laid down in the terms of transfer .

167. Subject to the terms of transfer the relative seniority of teachers in each department of teaching , as prescribed by Regulations shall be decided by the Syndicate in such manner as may be prescribed by it .

168. Subject to the terms of transfer , when an Government servant whose services have been transferred to the University decides to resign the service of the Government in order to enter the Service of the University , the University shall employ him in its service in a post when grade and pay scale shall not be less than that of the substantive post he holding at the time of resignation , and he was holding at the time of resignation , and his pay in that grade and pay scale shall not be less than what he enjoyed at the time of resignation .

169. (a) subject to the terms of transfer Officers appointed by the Syndicate and other servants , not being teachers of the University whose services have been transferred to the University in accordance with sections 42 , shall retire from the service of the University on attain the age of sixty years.

(b) (i) Teachers appointed by the Syndicate shall retire on attaining the age of sixty years .

(ii) Subject to the terms of transfer teachers whose services have been transferred to the University in accordance with section 42 shall retire from the service of the University on attaining the age of sixty years.

Provided that no ~~any~~ officer, teacher or other servant of the University shall be employed by the University beyond the age of sixty years either by promotion or by direct recruitment after proper advertisement . All appointments beyond the age of sixty years should be on contract basis for a period not exceeding two years at a time at the end of each of which ~~the contract~~ may be renewed only when the Syndicate is unable to appoint a suitable person below the age of sixty two years , either by promotion or by direct recruitment after advertisement ;



Provided further that a person who is appointed for the first time at an age exceeding fifty- five years but not exceeding sixty years may be appointed on a contract basis for a period not exceeding five years.

170. The period of probation to be served by a University servant in any appointment shall ordinarily be two years and save in exceptional circumstances , as determined by the appointing authority , shall not be extended by more than one year .

171. Without prejudice to the provisions of the K.S.D.S. University . Act no order of dismissal , removal or reduction in rank shall be passed on a member of University service holding a substantive appointment unless he has been inform in writing of the grounds on which it is exposed to take action, and he has been afforded an adequate opportunity of defending himself . The grounds on which it is proposed to take action shall be reduced to the form of a definite charge or charges which shall be communicated to the person charged together with a statement of the along action on which each charge is send and of any other circumstances which it is proposed to take into consideration in passing orders on the case . He shall be required within a reasonable time, to put in a written statement of his

**Sub. Planning Systems Unit,  
National Institute of Educational  
Planning and Administration  
17-B, SriAurobindo Marg, New Delhi-110016  
DOC. No.....  
Date.....**

his defence and to state whether he desires to be heard in person .  
If he so desires , or if the authority concerned so directs on a oral  
inquiry shall be held . At that inquiry oral evidence shall be  
heard as to such of the allegations as are not admitted , and the person  
posed charges shall be entitled to cross examine the witnesses , to  
give evidence in person and to have such witnesses called as he  
may wish , provided that the officer conducting the inquiry may ,  
for special and sufficient reason to be recorded in writing  
refuse to call witness . The proceedings shall consist in a sufficient  
record of the evidence and a statement of the findings of the  
grounds thereof .

CHAPTER - XXIII

172. (a) Convocation -

(b) shall be summoned annually shortly before or  
shortly after the Annual meeting of the Senate , for the confer-  
ment of degrees and for other purposes, and .

(b) may be summoned at any other time for the  
conferment of degrees , the delivery of address or other such  
purposes.

173. Every convocation shall be summoned on such date as the Chancellor may appoint for the purpose .

174. The Convocation summoned in accordance with sub-clause (a) of clause (1) shall be called the Annual Convocation .

175. The Registrar shall give to all the persons concerned .

(a) not less than six weeks notice of an Annual Convocation, and

(b) so much notice of any other Convocation as may be possible .

176. The Chancellor may appoint an eminent person to address the graduates at a Convocation .

#### CHAPTER - XXIII

##### Transitory Provision

177. Till such time as the necessary Regulations and Rules of the University have not been framed the rules and regulations of the ex-Bihar Sanskrit Association or of the K.S.D.S. University, which were in force immediately before the commencement of this Act, shall, subject to such adaptation or modifications as may be made therein by the Vice-Chancellor, with the approval of the Chancellor, in so far as they are not inconsistent with the provisions of the Act and these Statutes, be deemed to be the regulations and Rules made under the appropriate provisions of the Act.



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CHAPTER - XXXIV

OFFICIAL LANGUAGE .

178. The official language of the University shall be Sanskrit written in Deva Nagari Script :

Provided that the business of the University may be transacted through the medium of English or Hindi also .

By order of the Governor of Bihar,

Sd/ M. Alam

Secretary to Government .

Memo. No. 1/U2-07/66 E-1446 : Patna , The 6th June , 1966 .

Copy forwarded to the Superintendent ,  
Secretariat press , Gulzarbagh for favour of publication in the  
extra ordinary issue of the Bihar Gazette.

2. 500 printed copies of the notification may kindly be  
supplied to this Department as early as possible .

Sd/ M. Allam

27.5.66.

Secretary to Government .

Memo No. 1/U2-07/66 E /1443 : Patna , The 6th June 1966 .

Copy forwarded to the Registrar , Kameshwar Singh Darbhanga  
Sanskrit University , Darbhanga / Secretary , Bihar State University  
Commission , Patna / Director of Public Instruction Bihar / Law  
(Legislative) Department for information and necessary action ,

Sd/ M. Alam

27.5.66

Secretary to Government .