

F.No. 17011/2024-Admn./CSU/3450  
केन्द्रीय संस्कृत विश्वविद्यालय  
CENTRAL SANSKRIT UNIVERSITY  
जनकपुरी, नई दिल्ली-110058  
Janak Puri, New Delhi- 110058

दिनांक /Date: 22.11.2024


कार्यालय आदेश/OFFICE ORDER No. 354

The Vice-Chancellor, Central Sanskrit University, Delhi is pleased to appoint Prof. R. L. Narayana Simha, Professor of Shikshashastra as Chief Warden of Central Sanskrit University, Delhi for the Academic Year 2024-25 (Upto 30.06.2025).

The duties and responsibilities of Chief Warden shall be as follows:

- (i) The Chief Warden is the principal authority and executive in all matters relating to resident students' welfare, their discipline and messing as well as the administration and security of the Hostels functioning at different Campus of the University.
- (ii) The Chief Warden shall be responsible for the proper maintenance and management of the hostel and its attached mess in the Campus with the assistance of Wardens appointed for Hostels & Mess of the Campus.
- (iii) To assist the Chief Warden, each hostel at the Campus has appropriate full time staff as well as wardens to look after general administration, mess, common room, health and recreational facilities, and maintenance and sanitation.
- (iv) Chief Warden will supervise all matters concerning the functioning of the hostels, and mess at the Campuses of the University and shall be responsible to Dean (Student's Welfare) of the University.
- (v) Chief Warden will chair the meetings of the Wardens Committee in the hostel in each Campus, which will be held as regularly as may be necessary, but at least once a month.
- (vi) Chief Warden can impose fines (upto the limit set in List of Rates) or waive fines, with the permission of Competent Authority.
- (vii) Chief Warden will make random check on the expenditure made out of the authorized hostel budget and for timely adjustment of temporary advances.

This issues with the approval of the Competent Authority.

  
(प्रो. आर.जी. मुरली कृष्ण)  
(Prof. R. G. Murali Krishna)  
कुलसचिव (प्रभारी) /Registrar In-Charge

To

Prof. R. L. Narayana Simha  
Professor (Shikshashastra)  
Central Sanskrit University,  
Headquarters Office,  
Janakpuri, New Delhi-110058

प्रतिलिपि / Copy to: -

1. All Directors of CSU, Delhi Campuses
2. All Deans of CSU, Delhi
3. Dean (Student's welfare and Academic Affairs), CSU, Delhi
4. All Warden of the Campus
5. P.S. to VC for information of Hon'ble Vice-Chancellor.
6. Registrar's Office
7. Librarian
8. Finance Officer
9. Deputy Director (Admn.)
10. Project Officer I/c with a request to upload on University's website.
11. Personal file of Prof. R. L. Narayana Simha, Professor (Shikshashastra)
12. Guard File