

مولانا آزاد نیشنل اردو یونیورسٹی  
MAULANA AZAD NATIONAL URDU UNIVERSITY  
(A Central University established by an Act of Parliament in the year 1998)  
(Accredited "A" Grade by NAAC)



*Prof. P. F. Rahaman*  
*Head*

MANUU/MQQSM/2017

8th April 2017

**Office Order**

Sub: First Mohammad Quli Qutb Shah Memorial Lecture by Hon'ble Vice-President of India on 13th April 2017 (12.30 pm)- Constitution of Site preparation, dais, seating, Audio-Visual, backdrop committee -reg  
Ref: Vice-Chancellor's approval date 7th March 2017

I am pleased to inform that Hon'ble Vice-President of India, Shri. M. Hamid Ansari has given consent to deliver the first Mohammad Quli Qutb Shah Memorial Lecture to be organized by MANUU on 13th April 2017 at University headquarters. For organizing the event – a committee of Site preparation, dais, seating, Audio-Visual, backdrop committee comprising of the following members is constituted:

1.	Prof. Abdul Wahid (Chairman)	Dean, School of Computer Science & Information Technology
2.	Prof. Mohd Shahid	Controller of Examinations
3.	Prof. Ehtesham Khan	Dean, School of Journalism and Mass Communication
4.	Dr. Anis Ahsan Azmi	Consultant
5.	Dr. Pradeep Kumar	Department of Computer Science & Information Technology
6.	Mr. Rizwan Ahmed	Director, Instructional Media Center
7.	Dr. Danish Moin	Department of History
8.	Mr. Jameel Ahmed Saad	Department of Computer Science & Information Technology
9.	Mr. Mohammed Islam	Department of Computer Science & Information Technology
10.	Mr. M.Omar	Department of Computer Science & Information Technology
11.	Mr. Rafeeq Ahmad	Department of Computer Science & Information Technology
12.	Mr. Mujahid Ali	Producer, Instructional Media Center
13.	Dr. Qasimullah	Department of Chemistry
14.	Dr. Rizwan Ahmad	Department of Physics
15.	Dr. Afroz	Department of Mathematics

The Committee shall take care of site preparation (Air-conditioning, lighting, audio & Video equipment installation, decoration of the hall, carpets), issues related to dais (seats, podium light & sound, water etc requirement on stage), backdrop (design, decoration, installation, etc), seating arrangements at Indoor stadium, CUCs and DDE auditorium, and any other matter related to the event at site.

Nodal Officer  
First Mohammad Quli Qutb Shah Memorial Lecture Event

To  
All the Concerned  
Copy to PS to VC;  
PA to Registrar;  
Controller of Examinations,  
Finance Officer

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**Office Order**

Sub: First Mohammad Quli Qutb Shah Memorial Lecture by Hon'ble Vice-President of India on 13th April 2017 (12.30 pm)- Constitution of Invitation, Printing and Publicity committee – reg  
Ref: Vice-Chancellor's approval date 7th March 2017

I am pleased to inform that Hon'ble Vice-President of India, Shri. M. Hamid Ansari has given consent to deliver the first Mohammad Quli Qutb Shah Memorial Lecture to be organized by MANUU on 13th April 2017 at University headquarters. For organizing the event – a committee of Invitation, Printing and Publicity comprising of the following members is constituted:

1.	Mr. Mir Ayub Ali Khan (Chairman)	Media Consultant
2.	Dr. Firoz Alam	Center for Urdu Culture Studies
3.	Dr. Shamsuddin	Central Admission Committee

The Committee shall take care of preparation of list of invitees; preparation, printing & dispatch of invitation cards in consultation with Nodal Officer and Vice-Chancellor; and Publicity of the event.

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First Mohammad Quli Qutb Shah Memorial Lecture Event

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**Office Order**

Sub: First Mohammad Quli Qutb Shah Memorial Lecture by Hon'ble Vice-President of India on 13th April 2017 (12.30 pm)- Constitution of Hospitality committee - reg  
Ref: Vice-Chancellor's approval date 7th March 2017

I am pleased to inform that Hon'ble Vice-President of India, Shri. M. Hamid Ansari has given consent to deliver the first Mohammad Quli Qutb Shah Memorial Lecture to be organized by MANUU on 13th April 2017 at University headquarters. For organizing the event - a committee of Hospitality committee comprising of the following members is constituted:

1.	Prof. Mohd Zafaruddin (Chairman)	Director, Directorate of Translation and Printing
2.	Dr. Mohd Fariyad	Department of Journalism and Mass Communication
3.	Dr. Zafar Gulzar	Section Officer, Directorate of Translation and Printing
4.	Mr. Syed Abdul Hameed	Care taker
5.	Mr. Shaikh Shamsuddin	Care Taker
6.	Mr. Mohd Seerajuddin	Care taker

The Committee shall take care of arrangement and distribution of refreshments and water for guests, media, staff and students.

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8th April 2017

**Office Order**

Sub: First Mohammad Quli Qutb Shah Memorial Lecture by Hon'ble Vice-President of India on 13th April 2017 (12.30 pm)- Constitution of Vehicles Parking Committee - reg  
Ref: Vice-Chancellor's approval date 7th March 2017

I am pleased to inform that Hon'ble Vice-President of India, Shri. M. Hamid Ansari has given consent to deliver the first Mohammad Quli Qutb Shah Memorial Lecture to be organized by MANUU on 13th April 2017 at University headquarters. For organizing the event – a committee of Vehicles Parking comprising of the following members is constituted:

1.	Prof. Abul Kalam (Chairman)	Department of Urdu
2.	Dr. Karan Singh Utwal	Department of Hindi
3.	Dr. Mohd. Zubair	(Guest Faculty) Department of Urdu

The Committee shall take care of arrangement and management of parking lots for guests, dignitaries.

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MANUU/MQQSM/2017

8<sup>th</sup> April 2017

**Office Order**

Sub: First Mohammad Quli Qutb Shah Memorial Lecture by Hon'ble Vice-President of India on 13<sup>th</sup> April 2017 (12.30 pm) - Constitution of Protocol and Security Committee - reg  
Ref: Vice-Chancellor's approval date 7<sup>th</sup> March 2017

I am pleased to inform that Hon'ble Vice-President of India, Shri. M. Hamid Ansari has given consent to deliver the first Mohammad Quli Qutb Shah Memorial Lecture to be organized by MANUU on 13<sup>th</sup> April 2017 at University headquarters. For organizing the event – a committee of Protocol and Security comprising of the following members is constituted:

1.	Prof. Mohammed Abdul Azeem (Chairman)	Proctor
2.	Prof. Mustaq Ahmed I. Patel	Dean, Students' Welfare
3.	Mr. Tahir Ali	Security Consultant
4.	Dr. Shaheda Murtaza	Joint Proctor
5.	All members of Proctorial team	
6.	All members of DSW team	

The Committee shall coordinate with protocol and security officials of the government for their specific needs for VVIP dignitaries visit for the event.

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**Office Order**

Sub: First Mohammad Quli Qutb Shah Memorial Lecture by Hon'ble Vice-President of India on 13th April 2017 (12.30 pm) - Constitution of Reception Committee - reg  
Ref: Vice-Chancellor's approval date 7th March 2017

I am pleased to inform that Hon'ble Vice-President of India, Shri. M. Hamid Ansari has given consent to deliver the first Mohammad Quli Qutb Shah Memorial Lecture to be organized by MANUU on 13th April 2017 at University headquarters. For organizing the event – a Reception committee comprising of the following members is constituted:

1.	Prof. Khatija Begum (Chairman)	Director, Center for Professional Development of Urdu Medium Teachers
2.	Prof. Saneem Fatima	Department of Management Studies
3.	Dr. Kaneez Zehra	Department of Public Administration
4.	Dr. Ira Khan	Department of Botany
5.	Dr. Masroor Fatima	Department of Zoology

The Committee shall arrange reception of the dignitaries, distribution of bouquets & mementoes (if any) and arrangements at green room.

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First Mohammad Quli Qutb Shah Memorial Lecture Event

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**Office Order**

Sub: First Mohammad Quli Qutb Shah Memorial Lecture by Hon'ble Vice-President of India on 13th April 2017 (12.30 pm) - Constitution of Amenities Maintenance Committee - reg  
Ref: Vice-Chancellor's approval date 7th March 2017

I am pleased to inform that Hon'ble Vice-President of India, Shri. M. Hamid Ansari has given consent to deliver the first Mohammad Quli Qutb Shah Memorial Lecture to be organized by MANUU on 13th April 2017 at University headquarters. For organizing the event - General Amenities Maintenance Committee comprising of the following members is constituted:

1.	Mr. Azhar Khan (Chairman), I/c for Maintenance
2.	Executive Engineer
3.	Assistant Engineers (Civil)
4.	Assistant Engineers (Electrical)

The Committee shall plan and execute the reception of the dignitaries, distribution of bouquets & mementoes (if any) and arrangements at green room.

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*Head*

MANUU/MQQSM/2017

8<sup>th</sup> April 2017

**Office Order**

Sub: First Mohammad Quli Qutb Shah Memorial Lecture by Hon'ble Vice-President of India on 13<sup>th</sup> April 2017 (12.30 pm) - Constitution of Medical Care Committee - reg  
Ref: Vice-Chancellor's approval date 7<sup>th</sup> March 2017

I am pleased to inform that Hon'ble Vice-President of India, Shri. M. Hamid Ansari has given consent to deliver the first Mohammad Quli Qutb Shah Memorial Lecture to be organized by MANUU on 13<sup>th</sup> April 2017 at University headquarters. For organizing the event – Medical Care Committee comprising of the following members is constituted:

1.	Prof. S.M. Rahmatullah (Chairman)	Dean, School of Arts and Social Sciences
2.	Dr. Yusuf Khan	Principal, Polytechnic
3.	Dr. M.K. Ansari	Health center
4.	Dr. Hammad Hashmi	Health Center
5.	Dr. Mohd Abdul Sami	Health center
6.	Mr. Wajihus Shams	Health Center

The Committee shall take care of arranging first aid requirements for the event.

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