

مولاانا آزاد نيشنل اردو يونيورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University established by an Act of Parliament in 1998)
(Accredited with 'A' grade by NAAC)
PURCHASE & STORES SECTION



No.MANUU/PUR/2018-19/F. 189/346

09 Aug 2018

C I R C U L A R

Sub: Physical Verification – Orientation program on Data Feeding by the respective Department / Sections-Reg.

Ref: MANUU/PUR/F.189-2018-19/257 dated 13th July 2018 and 31 Jul 18,

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Apropos to the subject and reference cited above, Orientation Programme on subject for the officials who couldn't attend the programme on the date specified due to various reasons has been scheduled on 13 Aug 18 at CIT building (Lab-II, room No-112) from 4.00 PM onwards.

All the concerned section heads are once again requested to send / depute the officials nominated for the Orientation Programme.

S. Hani
09/08/18
Asst. Registrar
Purchase & Stores Section

Encl: (a) Schedule for officials who couldn't attend the orientation programme
(b) List of participants who attended the orientation programme

Gachibowli, Hyderabad – 500 032

Ph: 040 - 2300 1697, EPABX: 1340-42 E-mail: purchase.manuu@gmail.com

LIST OF OFFICIALS WHO ATTENDED THE ORIENTATION PROGRAMME

SL NO	OFFICE	Nominated Staff Name	Designation	Email ID	Contact No	Date of Training
1	PVC Office	Habeebuddin	LDC	pvc@manuu.edu.in	8688668151	01 Aug 2018 @ 4.00 pm onwards at Lab-II CIT Building Room No 112
2	Registrar Office	Mohinddeen Shaik	PA	skmohiddeen@manuu.edu.in	040-23006602	
3	ER-I	Mushaq Ahmed Imran	LDC	er1section@manuu.edu.in	9581151212	
4	ER-II	Mohd Shahed	LDC	mdshahed9728@gmail.com	9849236330	
5	Admin & Governance	Shaheen	SO	manuuang@gmail.com	7330731630	
6	Finance & Accounts	Md Habeeb Khan	Asst Registrar	mdhabeebkhan@manuu.edu.in	8886177861	
7	Engg. Section	Mohd Pasha	Assistant	mdpasha@manuu.edu.in	9885372044	
8	Academic Section	Wajahat Ali Khan	LDC	manuuacad@gmail.com	9052392079	
9	Public Relation Office	Mohd Akther Ahmed	Clerk	pro@manuu.edu.in	9390973557	
10	Purchase & Stores	J Jyothi	LDC	jjyothij@yahoo.com	9989432831	
11	Estate & Transport Section	Syeda Safia Jeelani	LDC	syedasafiajeelani@gmail.com	9492787692	
12	Examination Branch	Khaja Athiqullah Siddiqui	SO	athiqullahkhaja09@gmail.com	9849264237	
13	Directorate of Admission	Babitha Rathod	SO	manuucaso@yahoo.com	9440374582	
14	Proctor Office	Mohd Arshad	Assistant	arshadmanuu@yahoo.com	9394448980	
15	Provost Office Boys Hostel	Abdul Muqreed	Workshop Attendant	moqreethmanuu@gmail.com	9441746836	
16	Provost Office Girls Hostel	Sameena Tabish	Asst Prof & Warden	drsamtashish@gmail.com	8125305886	
17	Dean Student Welfare	Md Abdul Hadi	LDC	hadi_abdul78692@yahoo.com	9849252078	
18	University Guest House	Razzaq Shareef	LDC	razzakshareef1986@gmail.com	8185859896	
19	University Health Centre	Md Omer	LDC	healthcentremanuu@gmail.com	9346929054	
20	Medical Cell	MA Nawaz	LDC	nawazquadr15@gmail.com	9290743562	
21	Sayid Hamid Library	Abdul Raheem	Professional Asst	abdulraheemlib63@gmail.com	9603809617	
22	Central Public Information Officer	Mohd Arif	LDC	cpio@manuu.edu.in	6302160173	
23	Legal Cell	Mohd Arif	LDC	cpio@manuu.edu.in	6302160173	
24	Hindi Cell	Ravindra Kumar Naidu	Hindi Translator	hindicell.manuu@gmail.com	9492048920	
25	Training and Placement Cell	Mirja Ali Baig	LDC	mmbaig24@gmail.com	9985916740	
26	Centre for Information Technology	Deepak	Tech Asst	dst310@gmail.com	9891504639	

LIST OF OFFICIALS WHO ATTENDED THE ORIENTATION PROGRAMME

SL NO	OFFICE	Nominated Staff Name	Designation	Email ID	Contact No	Date of Training
27	Dean School of Language, Linguistic & Indology	Naseem Sultana	Data Entry Operator	nascemsultana77@gmail.com	9951425900	02 Aug 2018 @ 4.00 pm onwards at Lab-II CIT Building Room No 112
28	Dept. of Urdu	Md Gulam Dastagir	LDC	dastagirmanuu@gmail.com	9951319634	
29	Dept. of English	Nusrath Jabeen	UDC	englishmanuu@gmail.com	8790058007	
30	Dept. of Hindi	Kavitha BK	UDC	kavitha727@gmail.com	9866271963	
31	Dept. of Arabic	J Dilip Kumar	LDC	jadhavdilip47@yahoo.com	8977375787	
32	Dept. of Persian	J Dilip Kumar	LDC	jadhavdilip47@yahoo.com	8977375787	
33	Dean School of Commerce & Business Management	Javed Ahmed	LDC	rccmanuu@gmail.com	9642053940	
34	Dept. of Management Studies	Md Yousufuddin Khan	LDC	yousuf1022@gmail.com	9247788971	
35	Dept. of Commerce	Ibrahim Akram Siddique	Office Attendant	ibrahimakram7@gmail.com	8500849960	
36	Dean School of Computer Science & IT	Javed Akhtar	UDC	office.csitmanuu@gmail.com	9642156865	
37	Dept. of CS & IT	Javed Akhtar	UDC	office.csitmanuu@gmail.com	9642156866	
38	Dean School of Science	Nazia Begum	LDC	naziamanuu@gmail.com	8328257984	
39	Dept. of Mathematics	SM Farhatullah	Lab Asst	deanofficesos@gmail.com, apkafarhat@gmail.com	9039748494	
40	Dept. of Zoology	Nazia Begum	LDC	naziamanuu@gmail.com	8328257984	
41	Dept. of Physics	SM Farhatullah	Lab Asst	deanofficesos@gmail.com	9495249052	
42	Dept. of Chemistry	Srikanth Reddy N	Lab Attendant	deanofficesos@gmail.com, mandikasrikanth@gmail.com	9495249052	
43	Dept. of Botany	Adil Pasha	Lab Attendant	deanofficesos@gmail.com, pashamaadil@gmail.com	9700413654	
44	Dean School of Edu & Training	Athira MR	LDC			
45	Dept. of Edu & Training	Md Taher Ali	LDC	md.taherali15@gmail.com	8977868290	
46	Dean School of Mass Communication and Journalism	Ahmed Masihuddin	LDC	ahmedmasihuddin@gmail.com	9398997107	
47	Dept. of MC&J	Ahmed Masihuddin	LDC	ahmedmasihuddin@gmail.com	9398997108	
48	School of Arts & Social Sciences	G Anusha	Steno	anushachander10@gmail.com	9700955169	
49	Dept. of Political Science	Rajashekar	LDC	rajasekhar4212@gmail.com	7330924269	
50	Dept. of Women Education	Nawaz Khan	LDC	drshahida.dws@gmail.com	9966818584	
51	Dept. of Sociology	Shaik Ahmed	UDC	manuosocio@gmail.com	9666927786	
52	Dept. of History	Abdul Bari Hafeez	LDC	historymanuu@gmail.com	9492219441	
53	Dept. of Economics	Taimoor Alam	LDC	eco.manuu@gmail.com	9652690810	
54	Dept. of Islamic Studies	S Mohd Laeq	LDC	mohd.laeqsultan14@gmail.com	9182157230	

LIST OF OFFICIALS WHO ATTENDED THE ORIENTATION PROGRAMME

Sl NO	OFFICE	Nominated Staff Name	Designation	Email ID	Contact No	Date of Training
55	Directorate of Distance Education	S Narasimhulu	LDC	narasimha@manuu.edu.in	9959251242	03 Aug 2018 @ 4.00 pm onwards at Lab-II CIT Building Room No 112
56	Centre for Women Studies	Amena Tabassum	Research Asst	dir.cwsmanuu@gmail.com	9849583970	
57	CPDUMT	Mohd Akbar	Asst Prof	akbarjnu79@gmail.com	9868598805	
58	Instructional Media Centre (IMC)	Nanda Kumar	UDC	kumarcellkumar23@gmail.com	9701515532	
59	Centre for Urdu Culture Studies (CUCS)	Md Zubair Ahmad	Semi Proff Asst	zubair.zoya@gmail.com	9030878911	
60	HKSC Deccan Studies	Md Abdul Hadi	LDC	hadi_abdul78692@yahoo.com	9849252078	
61	Maulana Azad Chair	Md Abdul Hadi	LDC	hadi_abdul78692@yahoo.com	9849252079	
62	Centre for Promotion of knowledge in Urdu Language (CPKUL)	Gulam Md Abdullah	Asst	gmdabdullah@gmail.com	9346296199	
63	CSE Coaching Academy	Mirza M Baig	LDC	mtherunni@gmail.com, mmbaig24@gmail.com	9032922408	
64	UGC RCCM Coaching Centre	Muthur Unnisa	LDC	mtherunni@gmail.com	9032922408	
65	UGC NET Coaching Centre	Muthur Unnisa	LDC	mtherunni@gmail.com	9032922408	
66	UGC Coaching Centre for Minorities	Muthur Unnisa	LDC	mtherunni@gmail.com	9032922408	
67	NSS Cell	Bikshapathi	Instructor	biku.manit@gmail.com	9989757105	
68	Boys Hostel - I	Turab Ali Khan, mohsin	Care Taker	shabbu_khan66@yahoo.com	9052900682	
69	Boys Hostel - II	SA Hameed	Care Taker	syedabdulhameed3521@gmail.com	9000032244	
70	Boys Hostel - III	Md Basharithuddin	Care Taker	md.basharithuddin@gmail.com	8297597006	
71	Boys Hostel - IV	Md Raissuddin	Care Taker	md.raissuddin696@gmail.com	9966521288	
72	Girl Hostel - old	Sameena Tabish	Asst Prof & Warden	drsamtashish@gmail.com	8125305886	
73	Gulzar Girls Hostel	Sameena Tabish	Asst Prof & Warden	drsamtashish@gmail.com	8125305886	
74	Dean Sattlite Campuses	Mujeeb ur Rehman	LDC	deansattlitecampuses@gmail.com	9618014484	
75	Polytechnic Hyderabad	Mohd Abdul Haseeb	Maint Asst	abdulhasceb021276@gmail.com	8686195537	
76	ITI Hyderabad	Mohd Asif	Maint Asst	raahatmd@gmail.com	7207535797	
77	IQAC	M.A. Hannan Jaweed	Data Entry Operator	hannanjaweed@gmail.com	9866925786	

LIST OF OFFICIALS WHO COULDN'T ATTEND THE OREINTATION PROGRAMME ON

DATA FEEDING FOR PHYSICAL VERIFICATION OF ASSETS

SL NO	OFFICE	Nominated Staff Name	Designation	Email ID	Contact No	Date of Training
1	VC Office	Zaheerulla	LDC	vc@manuu.ac.in	040-23006601	13 Aug 2018 @ 4.00 pm onwards at Lab-II CIT Building Room No 112
2	Planning & Development	Abrar Ahmad	Asst Registrar	abrar@manuu.edu.in	9441781195	
3	Provost Office	Ahmed Masihuddin	LDC	ahmedmasihuddin@gmail.com	9398997107	
4	Internal Complaint Committee	Dr Mohd Mubashir Ahmed	Asst Registrar	mubashir@manuu.edu.in	9989000951	
5	SC/ ST Cell	Abrar Ahmad	Asst Registrar	abrar@manuu.edu.in	9441781195	
6	Internal Audit Office	Md Sayeed Ali	LDC	sayeedali483@gmail.com	7075796262	
7	Dept. of Translation	Shaik Naveed	UDC	naveed007shaik@gmail.com	9347329768	
8	Dept. of Public Administration	Md Asgar Bin Khan	LDC	kzehra@rediffmail.com	9676789271	
9	Dept. of Social work	Khalid Bin Arif	LDC	swmanuu@gmail.com	9701320191	
10	Sub Regional Centre Hyderabad	Jagdish Chand	SO	jagdishchand40@gmail.com	8977229057	
11	Directorate of Translation & Publications	Dr Zafar Ahmad	SO	drzafargulzar@manuu.edu.in	9966818593	
12	ACSSEIP	Vijay Kumar M	LDC	golcondavijay@gmail.com	9985059502	
13	UGC HRDC	Quddus M.A	SO	hrdcmanuhyd@manuu.edu.in	8125453920	
14	Directorate of Phy Edu & Sports	Mohd Mujahid Ali	Producer Gr-I	mujahidalidd@yahoo.com	9885389140	
15	Model School	Nishat Fathima Mohd MA Majid	Assistant LDC	nishatfarooqui@yahoo.com mamajid80@yahoo.co.in	9490379991 7416609515	

Note - The Section Heads may depute interested officials to attend the orientation programme.