

MANUAL VI
OFFICIAL DOCUMENTS AND THEIR AVAILABILITY [SECTION
4(1)(B)(VI)]

1. Act, Statutes, Ordinances, Rules & Regulations.
2. Office Procedure Manual
3. Account Rules
4. Annual Accounts and Annual Reports
5. BHU News Letter
6. Agenda & Minutes of the University Court, Executive Council, Academic Council and Finance Committee.
7. Various Admission Brochures
8. Certified Annual Accounts
9. Audit Reports
10. Convocation Address and Annual Reports

NB: Confidential matters pertaining to examinations and admissions, paper setting, evaluation of scripts and consequent procedures and documents related therewith, composition and proceedings of the selection committees and minutes of the University Court, Executive Council, Academic Council, Finance Committee and Faculties until these are printed, will remain confidential and not available in the public domain. Besides, no information in respect of persons undergoing departmental disciplinary proceedings and court cases pending in any Court of Law or Tribunal will be given.

CUSTODIAN

1. The Registrar shall :-

(a) be the custodian of the records, the common seal and such other properties of the University as the Executive Council shall commit to his charge;

2. Finance Officer

(1) The Finance Officer shall be appointed on deputation from the Indian Audit and Accounts Service by the Executive Council on the recommendation of the Vice-Chancellor and shall be a whole-time salaried Officer. the Finance Officer shall work under the supervision of the Vice-Chancellor and shall be accountable to the Executive Council through the Vice-Chancellor.

3. The Finance Officer shall :-

(a) exercise general supervision over the funds of the University and shall advise it as regards its financial policy ; and

4. Medical Superintendent

(1) The Medical Superintendent be appointed by the Executive Council on the recommendation of a Selection Committee constituted for the purpose by the Executive Council and shall be a whole time salaried officer.

Provided further that the incumbent shall be appointed on tenure basis, the tenure being determined by the Selection Committee.

5. Controller of Examinations

(1) The Controller of Examinations who is hereby declared under Section 6(j) of the Act to be an Officer of the University, shall be appointed by the Executive Council on the recommendation of a Selection Committee constituted for the purpose and shall be a whole-time salaried Officer.

Particulars	BHU website links
BHU Act and Statutes	https://www.bhu.ac.in/aboutus/act.php https://www.bhu.ac.in/guidelines/acts.pdf
Office Procedure Manual	https://www.bhu.ac.in/rtiact/pdf_files/BHU-OPM-Updated.pdf
Internal Audit Manual	https://www.bhu.ac.in/guidelines/audit.php
Annual Accounts and Annual Reports	https://www.bhu.ac.in/anualreport/ https://www.bhu.ac.in/ariia/
BHU News	https://www.bhu.ac.in/notification/ https://www.bhu.ac.in/news/ https://www.bhu.ac.in/ioebhu/news.htm
BHU Agenda & Minutes	https://www.bhu.ac.in/ec/ https://www.bhu.ac.in/anualreport/
Academic Programs	https://www.bhu.ac.in/academic/
Academic Events	https://www.bhu.ac.in/academic_event/
Admission	http://bhuonline.in/
Academic Calendar	https://www.bhu.ac.in/academic/academic_callender.php https://www.bhu.ac.in/fms/academiccalendar.pdf

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