



श्री माता वैष्णो देवी विश्वविद्यालय

SHRI MATA VAISHNO DEVI UNIVERSITY

Kakryal, Katra – 182320 (J&K)

(A State University Recognized u/s 2(f) & 12(B) of UGC Act, 1956)

No. SMVDU/R&D/22/409-420

Dated: 28.04.2022

NOTIFICATION

Subject: Conduct of one day programme on National IP Awareness Mission, sponsored by AICTE-MIC on 29th April 2022 in the University Campus.

As approved by the Competent Authority, it is notified for the information of all concerned that a 01 day programme on Intellectual Property Rights, sponsored by AICTE-MIC, Government of India, will be conducted in Matrika Auditorium or Lecture Theatres 3 & 4 from 10 AM to 1 PM on 29th April 2022. The lecture on IP awareness will be delivered by Dr. D. Usha Rao, the speaker nominated by the concerned department of GoI. In the above context, approval of the Competent Authority is conveyed for the following activities related to conduct of the programme:

1. A committee comprising of the following members will be responsible for making necessary preparations for smooth conduct of the programme:
 - (i) Dean (R&D)
 - (ii) Associate Dean (R&D)
 - (iii) Nodal Officer, IPMSC
 - (iv) Deputy Registrar (R&D)
 - (v) Mr. Joginder Sharma, Section Officer (S&P)
 - (vi) Mr. Pankaj Nargotra, AAO, Finance Section
2. Use of Matrika Auditorium or Lecture Theatres 3 & 4 for conduct of the programme as per schedule mentioned above.
3. I/c transport to provide a suitable vehicle for conveyance of the Speaker from Jammu Airport to campus and back, travel within the campus and pick up and drop to Katra.
4. I/c Guest House is requested to provide suitable boarding and lodging of the Speaker in the University Guest House.
5. I/c AVP Cell is requested to provide Audio-video facilities for conduct of the event.
6. I/c Media Cell is requested to depute camerapersons for still photography and video recording of the event. Few photographs and video of the event, covering speaker, stage and audience, shall be required to be uploaded on the google form and on the You tube channel of the University.
7. PRO and I/c Media Cell to ensure media coverage of the event and publishing in local newspapers and social media sites of the University for maximum publicity.
8. Expenditure of approx. Rs. 5000/- for purchase of bouquets and mementos for the dignitaries on dais, refreshment of the guests and other miscellaneous expenditures related to conduct of the programme.

9. It is mandatory for all PhD and PG students to attend the programme and Heads of Schools shall ensure the same. The participants and organizers will get certificates for attending the programme, for which attendance of the participants will be recorded on a google form. The participants will be required to scan a QR code with any QR scan App or Paytm App to mark their attendance. Marking of attendance is mandatory.
10. All Deans, Heads and concerned faculty members are also requested to attend the programme.
11. Dean of Students Welfare is requested to ensure timely seating of the students in the Auditorium and maintenance of discipline during the conduct of the programme.
12. Engineering Wing to provide generator backup to ensure regular power supply during the event.
13. Security Wing to ensure Security / Housekeeping facilities for the event.

This issues with the approval of the Competent Authority.


28/04/22
Registrar

Copy to:

1. All Deans/Heads for information.
2. Finance Officer for information.
4. I/c Guest House for information and compliance.
5. CEO, SMVDU- TBIC for information.
6. Concerned committee member _____ for information and compliance.
7. Executive Engineer, SMVDU for information and compliance.
8. PS to VC for kind information of the Hon'ble Vice Chancellor.
9. I/c AVP Cell for information and compliance.
9. I/c Media Cell for information and compliance.
10. I/c Website for uploading on the University website.
11. I/c Transport for information and compliance.
12. AR(Security) for information and compliance.