

OFFICE ORDER
(Constitution of NAD Cell)

Pursuant to the UGC communication vide their D.O. Letter No. F.1-46/2020(NAD/Digilocker) Dated Nil June 2020, a dedicated NAD Cell is constituted in SGVU for implementation of the National Depository Academy (NAD) as a permanent scheme, in cooperation with the Digilocker. The composition of the NAD Cell will be as follows:

1. **Controller of Examinations** - Nodal Officer of the NAD Cell. (Earlier also designated Nodal Officer for the Depository Work on 19.04.2018.)
2. Sh. Bhupendra Sharma Office Executive - Exam. Cell.
3. Smt. Kalpana Bhardwaj - P.S. to CoE.
4. Sh. Sanjay Sharma - Office Executive, DR Office.

The NAD Cell will be responsible for uploading the data of academic awards of the students with Digilocker in digital format and reflect their details on the SGVU website. The fortnightly progress report of the NAD cell will be reported to the office of Hon'ble President and the Registrar on the 1st and 15th of every month. The contact details of the authorities of Digilocker and UGC - NAD are given as under -

UGC - NAD	DigiLocker
Dr. Surender Singh Joint Secretary, UGC- National Academic Depository, South Campus, Benito Juarez Marg, New Delhi - 1100021 Email: nad.ugc@gmail.com ; ssingh.ugc@nic.in Ph- 011-23604225 Mobile: 9560228560	Mr. Durgaprasad Dash Addl. General Manager National e-Governance Division (NeGD), Ministry of Electronics and Information Technology (Meity), Government of India, New Delhi-110003 Email - durga@digitalindia.gov.in M- 7735001000

[Bears approval of Hon'ble President]


(Madhusudan Sharma)
Registrar

Copy to: All concerned:

1. The Provost
2. **Deans / Directors / Principals / Vice-Principals / HoDs / Faculties - Please advise all the current students for registering on the NAD website and the newly admitted students at the time of their orientation program.**
3. The CFAO / Controller of Examination
4. Director and Dy. Director - Distance Education /Chief Proctor / Chief Librarian
5. Website Incharge - for information and necessary action as desired.
6. Dy. Reg. (A&L/A&R/I.O.) / Finance Officer / OSD to the President
7. Asstt. Reg. (A&A)/ Asstt. Reg. (HR) / SIO Acad. / I/c Admission

CC.: For kind information

1. Hon'ble President
2. Hon'ble Pro-President (Acad.)


(Madhusudan Sharma)
Registrar