



DELHI TECHNOLOGICAL UNIVERSITY

Established by Govt. of Delhi vide Act 6 of 2009
(FORMERLY DELHI COLLEGE OF ENGINEERING)
BAWANA ROAD, DELHI-110042

No. DTU/IRD/2024-25/94/ 7/3

Dated: 05/12/2024

OFFICE ORDER

The Competent Authority, DTU is pleased to constitute a Standing Committee responsible for vetting and recommending the signing of MoUs, MoAs and other similar documents. The Committee comprises the following:-

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| 1. Dean, IRD | Chairperson |
| 2. Associate Dean (International Affairs) / Associate Dean, (Alumni Affairs) | Member |
| 3. Any Advocate from DTU panel for High Court | Member |
| 4. Associate Dean, IRD | Member Secretary |

The following is the time-bound procedures for vetting of MoU / MoA :

Application / proposal to Dean, IRD Office	:	Up to 3 days from receipt of draft MoU
Standing Committee vets the application	:	Up to 1 week
Send back to proposer for amendments (if necessary)	:	Up to 1 week for clarification / amendments
Proposal to be sent by Dean IRD for approval from Competent Authority	:	Up to 3 days
Signing of MoU / MoA	:	As per schedule


All HoDs, Branch Incharge, Directors, Deans are requested to send all proposals to O/o Dean IRD, which will conduct all proceedings of the Committee and process the expenditure including payment to the advocates.

The Committee and Dean IRD may follow relevant Clauses of University Act, Statutes, Policies and guidelines while signing of MoUs.


(Prof. Madhusudan Singh)
Registrar

Copy to:-

1. P.A. to VC for kind information of the Hon'ble Vice Chancellor
2. P.A. to the Registrar for kind information of the Registrar
3. Dean, IRD : For further necessary action
4. Associate, Dean. IRD
5. Dean, International Affairs
6. Dean, Alumni Affairs
7. COO : with a request to upload the same on DTU website
8. All HoDs, Branch Incharges, Directors, Deans with the request to send all proposals to O/o Dean, IRD, for vetting of MoUs etc..
9. Guard File


Asst. Registrar, Legal.