



**OFFICE OF THE PROCTOR**

MANUU/Proctor/F.13/2023-24/

10.11.2023

**CIRCULAR**

All the employees of MANUU, Teaching, Non-Teaching (regular and contractual) and Students who are coming on vehicles (2 Wheeler/4 Wheeler) are requested to collect the Vehicle Passes from the Office of the Proctor, **latest by 30<sup>th</sup> November, 2023.**

***"If you have taken pass already and is in good condition need not take new pass".***

To get the vehicle pass, it is required to fill the application form available in the Office of the Proctor or University Website. A copy of MANUU Identity Card is to be attached. Contractual/ Part-time/Daily wage staff is required to get the filled in form forwarded from concerned Section head and a copy of any identity card has to be attached.

**Vehicles Passes are mandatory for all vehicles of Staff and Students. Entry of vehicles without pass will be restricted after 30<sup>th</sup> November,2023.**

All Staff & Students are requested to maintain Speed Limit of your vehicle upto 20KPH in the campus. Action will be taken against "Triple riding".

Your co-operation in this regard is highly regarded.

**Copy to:-**

- 1) Vice-Chancellor Office
- 2) Registrar Office
- 3) DSW, Office
- 4) Director (CIT) with a request to upload on the University website.

