



Navsari Agricultural University
Navsari-396450 (Gujarat)

Dr. G.G. Radadia (Ph.D.)
I/C REGISTRAR

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No. NAU/REG/ 1688-96/2016

Date: 7/02/2016

- Reading: (1) Office Order: NAU/Regi./ADM-3-3/11872-920/2015 dated 13.08.2015
(2) Minutes of Meeting: Invited by Registrar, NAU dated 17.10.2015
(3) Letter of DSW Office: NAU/DSW/T.2/2775-76/2015 dated 20.10.2015

::: Office Order :::

For the implementation of Hon. Chief Minister Scholarships Scheme and Mukhyamantri Yuva Swavalamban Yojana help centre are assigned to Navsari Agricultural University. In regards to this, execution duties were assigned to NAU staff members as per reberred letter (1) for Hon. Chief Minister Scholarships Scheme and as per reberred letter (2) for Mukhyamantri Yuva Swavalamban Yojana. Dean, AABMI and Director, IT were appointed as co-ordinator for Hon. Chief Minister Scholarships Scheme and Mukhyamantri Yuva Swavalamban Yojana, respectively as per reberred letters (2) and (3). This help centre required to be functional for the NAU students as well as the student of other universities. Therefore, following arrangement of help centre execution is made which will be applied to both scheme for efficient implementation. The method and process will be remain same.

Help Centre Venue: Administrative Office, ASPEE Agribusiness Management Office, NAU, Navsari.

Sr. No.	Name of employees	Designation Name of Office	Email ID Mobile Number	Day of week
1	Dr. TRUPTI KANTILAL VYAS	ASSISTANT PROFESSOR NMCA, NAVSARI	vyastrupti@nau.in 9662030836	Monday
2	Dr. VIPULKUMAR BHARATBHAI PAREKH	ASSISTANT PROFESSOR ACHF, NAVSARI	vipulbiotech@nau.in 9825992766	
3	Dr. MAHESHKUMAR KARMSHIBHAI DESAI	ASSISTANT PROFESSOR ACHF, NAVSARI	mkdesai@nau.in 9427694080	Tuesday
4	Mr. CHIRAG BHARATBHAI NAIK	COMPUTER PROGRAMMER AABMI, NAVSARI	chirag@nau.in 9662532863	Wednesday
5	Dr. JAIMIN RAMESHCHANDRA PANDYA	ASSISTANT PROFESSOR NMCA, NAVSARI	jrpanya@nau.in 8238230428	
6	Dr. SANKALPA OJHA	ASSISTANT PROFESSOR NMCA, NAVSARI	sojha@nau.in 9662107466	
7	Dr. DHARMESHKUMAR RAMESHBHAI PATEL	ASSISTANT PROFESSOR VCVS&A.H., NAVSARI	Vetdharmesh74@yahoo.com 9898184293	Thursday
8	Dr. SANJAYKUMAR BHAGUBHAI PATEL	ASSISTANT PROFESSOR VCVS&A.H., NAVSARI	sbvet@nau.in 9825978801	
9	Lt. ABDULADIL ABDULHAMID KAZI	ASSISTANT PROFESSOR COLLEGE OF FORESTRY	aadilkazi@nau.in 9426324841	Friday
10	Prof. SANDIPKUMAR MUKUNDLAL PATEL	ASSISTANT PROFESSOR COLLEGE OF FORESTRY	sandipmpatel@nau.in 9726263987	
11	Dr. CHIRAGKUMAR RAMANBHAI PATEL	ASSISTANT PROFESSOR ACHF, NAVSARI	crphort@nau.in 9428160937	Saturday
12	Dr. YATINKUMAR NARANBHAI TANDEL	ASSISTANT PROFESSOR ACHF, NAVSARI	yatintandel1512000@nau.in 9601283385	

All the staff members have to either remain present in the help centre as per allocated duty period or may attend the applicants when it requires. The contact information will be highlighted

at help centre so that applicants may contact the concerned staff members. Director IT has to arrange computer system, printer, scanner and internet facilities for smooth functioning of this help centre. All the staff members have to collect username and password details from the office of Director IT.

The assigned duties for help centre is essential and need to be followed strictly.



I/C Registrar

Copy Forwarded for necessary action to:-

- (1) Dean, N.M College of Agriculture, N.A.U., Navsari.
- (2) Dean, ASPEE College of Horticulture & Forestry, N.A.U., Navsari.
- (3) Dean, Vanbandhu College of Veterinary Science & Animal Husbandry, N.A.U., Navsari.
- (4) Dean, Aspee Agribusiness Management Institute, N.A.U., Navsari.
- (5) Principal, College of Forestry, N.A.U., Navsari.
- (6) Director of Students welfare, N.A.U., Navsari.
- ✓ (7) Director of Information technology, N.A.U., Navsari.
- (8) All the help Centre members as listed above

Copy FWR to:-

- (1) P.S. to Vice Chancellor for kind information.

DFT
1/2

In W. No.: 431
Date: 01-02-16
A. A. B. M. I., N. A. U. NAVSARI