

- Read 1 The Gujarat Agricultural Universities Act No.5 of 2014 provision No.18(i)(ix)  
2. Navsari Agriculture University Notification No NAU/REG/Legal/8276-8336/2017 Dt. 14.7.2017  
3. The Common Statute S.47.A (Add New 9-A Director Information Technology) (Section 8(ix))

◆ Notification ◆

It is notified to all concerned that as per read No.3 under sub section (ix) of section-08 of the Gujarat Agricultural University Act 2004, declare the post of **Director of Information Technology as University Officer** as per amended in common statute of Agricultural University of Gujarat common statute S.001 to S. 121, New Add 47.A and Section (Section 8(ix)) of Gujarat Agricultural University Act 2004.

**The Duties and Functions of Director of Information Technology as per New Add Statute S.47 A.7 is as under.**

- 1 To create and coordinate activities related to Information Technology in all Colleges, Departments and centers of the University.
- 2 To plan and make arrangements for training for the University staff, students and other employee leading to Computer literacy/advance computer.
- 3 To plan arrange and to do the installation of Network facilities along with preparation of estimate for the future need for purchase of Hardware and Software for different campuses and centres of the University.
- 4 To arrange for dissemination of various information related to agricultural education and research useful to general public, farmers and Research Scientists on the web as per the terms and conditions laid down by the Board of Management and for this purpose he shall act as the Internet Coordinator of the University and the Webmaster. He shall be responsible for regularly updating the University website.
- 5 To act as Liaison Officer with ICAR/State/Central government for the activities related to Information Technology.
- 6 He shall exercise such other power and perform such other duties as may be prescribed or required from time to time or which may be assigned to him by the Vice-Chancellor.
- 7 To do the online admission process and manage the web and mail server of the University.
- 8 He shall be responsible to manage the ERP system of the University through concerned office.
- 9 He shall be responsible to place the important event, circular, news, speeches of dignitaries on the website of the University.

Besides from above duties, he shall be also responsible for the any duties assign by the Hon.Vice – Chancellor in the interest of the University.

This Order is issued on the basis of the order given by Hon.Vice Chancellor on the file.

No.NAU/REG./ADM1.1/15087-136/2017  
Navsari Dt. 13.11.2017

  
**REGISTRAR**  
Navsari Agriculture University  
Navsari

- 1 The Secretary to the H.E. the Governor of Gujarat, Raj Bhavan, Gandhinagar.
- 2 The Principal Secretary, Department of Agriculture, Farmers Welfare & Co-operation, Government of Gujarat, Sachivalaya, Gandhinagar.
- 3 All the Registrar, State Agricultural University in Gujarat AAU / JAU/SDAU, S.K.Nagar.
- 4 All University Officers.
- 5 All Unit-SubUni Officer.

**Copy to :-**

1. The P.S. to Hon'ble Vice Chancellor, Navsari Agricultural University, Navsari.
2. Dr. B.L.Radadia, Associate Professor & I/C. Director of Information Technology, AABMI N.A.U. Navsari for information & Necessary action...
2. The P.A. to Registrar, Navsari Agricultural University, Navsari.
3. All Branches of the Registrar Section.