



TEERTHANKER MAHAVEER UNIVERSITY

(Established under Govt. of U. P. Act No. 30, 2008)

Delhi Road, Moradabad (U.P)

Phone No.: 0591-2476813

Email: jointregistrar@tmu.ac.in

Ref. : TMU/R.O./2025-26/ADM/92

Date : 06.05.2026

Circular

Subject: Prior Intimation to the Chief Warden for Meal Arrangements

With reference to the above subject, all Deans, Principals, HoDs and other officers of the University are hereby informed that it is mandatory to inform the Chief Warden (chiefwarden@tmu.ac.in) regarding requirement for breakfast, lunch and/or dinner at least 24 hours in advance from the date and time of the meeting involving external experts.

The above instructions must be strictly followed, failing which, it will be difficult to make the requested arrangements.

This is issued with the approval of Hon'ble Vice Chancellor.

Dr. Vaibhav Rastogi
(Joint Registrar)

Dr. Vaibhav Rastogi
Joint Registrar
Teerthanker Mahaveer University
Moradabad

Copy to:

- I
1. P.S. to Hon'ble Chancellor for info. Please
2. P.S. to Hon'ble Group Vice Chairman for info. Please
3. Hon'ble Executive Director
4. Registrar
5. Director (Administration)
6. Director (Hospital Administration)
7. Director- Governance (Dental & Allied Health Sciences)
8. Director HR
9. Director (Accounts)
10. Director (IQAC)
11. Director (Admissions)
12. Chief Warden
13. Chief Proctor
14. Finance Officer
15. Jt. Registrar (Alumni Relations)
16. Jt. Registrar (Gen. Administration)
17. Jt. Director (Security, Students Welfare & Admin.)
18. Jt. Director (TMU Entrance Test)
19. Deputy Registrar (Registration & Migration)
20. Dy. Chief Warden
21. Head (Social Media, Media & Digital Marketing, ERP)
22. Head (IT)
23. Manager (Media)
24. Manager (Payroll)
25. Manager (Transport)
26. Electrical Engineer
27. Engineer(s) (Civil, Electrical, Maintenance, Fire, Emergency, other Essential staff)
28. Sr. Executive (Constructions, Engg. & Maintenance)
29. Executive (Purchase & Stores)
30. Hostel Warden(s)
31. Audio- Visual Section
32. Guard File

- II
1. Hon'ble Vice Chancellor
2. Dean (Academics)
3. Controller of Examinations
4. Deans/ Principals/ HoDs
5. Dean Students' Welfare
6. Director (CTLD)
7. Director (CDOE)
8. Associate Dean (R&D)
9. Associate Dean (Academics)
10. Associate Dean (Ph.D. Cell)
11. University Librarian
12. Director (CRC)