

38011/2022-Estt/SC ST/CSU /1353  
**CENTRAL SANSKRIT UNIVERSITY**  
Accredited with Grade A++  
Janak Puri, New Delhi- 110 058

24.09.2025

**OFFICE ORDER NO. 269**

In supersession of earlier CSU's office order no. 378 dated 26.12.2024 and with the approval of the Competent Authority, the SC/ST Cell in Central Sanskrit University is hereby reconstituted with immediate effect:

1. Prof. Gurucharan Singh Negi  
Professor (Bauddha Darshan)  
CSU, Lucknow Campus, Lucknow (U.P.)  
Mob. 9140498822  
Email : [dr.gurucharan.negi@csu.co.in](mailto:dr.gurucharan.negi@csu.co.in) : **Chairman**
2. Prof Leena Sakkarwal  
Professor (Shiksha Shastra)  
CSU, Janakpuri, New Delhi.  
Mob. 7976259940  
Email. [prof.Leena.Sakkarwal@csu.co.in](mailto:prof.Leena.Sakkarwal@csu.co.in) : Member
3. Prof. Rishi Raj  
Professor (Shiksha Shastra)  
CSU, Sri Ranbir Campus, Jammu (J&K)  
Mob. 7085918009  
Email : [dr.Rishiraj.csu@csu.co.in](mailto:dr.Rishiraj.csu@csu.co.in) : Member
4. Sh. Rohtas Singh  
Deputy Controller (Examination)  
CSU, Headquarters Office, Janakpuri, New Delhi.  
Mob.9718426176  
Email. [Rohtas1969@gmail.com](mailto:Rohtas1969@gmail.com) : **Liaison Officer**
5. Sh Udayan Sarkar  
Student -Acharya  
CSU, Ekalavya Campus Vill- Sipai Para,  
P.O- Lembucherra,  
West Tripura-799210  
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Email. [dalkhola25@gmail.com](mailto:dalkhola25@gmail.com) : Member (Student)
6. Ms Vaishali Kapoor  
Student – Acharya  
CSU, Vedvyas Campus, Balahar  
Kangra, H.P.  
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Email. [Kapoorvaishali76@gmail.com](mailto:Kapoorvaishali76@gmail.com) : Member (Student)
7. Sh Anil  
Stenographer Gr. II  
CSU, Janakpuri, New Delhi.  
Mob. 9354192669  
Email. [anil.kr00028@gmail.com](mailto:anil.kr00028@gmail.com) : Member Secretary

The Cell will function with regard to the provisions/directions of Govt. of India/UGC/ any other Competent Authority.

**Responsibilities and Functions of the Cell**

The Cell shall:

- Facilitate implementation of reservation policy in student admissions, faculty recruitment, and non-teaching staff appointments.

- Maintain and monitoring Reservation Rosters as per government norms.
- Monitor adherence to reservation quotas and advise the university on corrective measures in case of deviations.
- Provide support in grievance redressal mechanisms for SC/ST individuals in coordination with other statutory bodies (e.g., Grievance Redressal Committee, Equal Opportunity Cell).
- Organize sensitization and awareness programmes for stakeholders on social inclusion, equity, and constitutional rights.
- Serve as a nodal point for communication with UGC/State Government/Ministry of Education on reservation-related matters.
- Submit periodic reports (quarterly and annually) to the Vice-Chancellor and UGC/ MoE, as required.
- Submit a column in annual report of University.

#### **Tenure and Meeting Frequency**

- The tenure of the reconstituted Cell shall be **two (2) years** from the date of this order or until further orders, whichever is earlier.
- The Cell shall convene meetings **once every quarter**, or more frequently as may be required.
- Proceedings and recommendations shall be documented and forwarded to the Office of the Vice-Chancellor for necessary action.

This is issued with the approval of the Competent Authority.

  
[Prof. R.G. Murali Krishna]  
Registrar In-charge

To

**All Concerned Members**

#### **Copy to:**

1. All Deans, Heads of Department & Directors/ Principals of the Campuses/ ASM/ ASS, CSU, Delhi.
2. Equal Opportunity Cell / SEDG Cell
3. Dr. Sunita, Dr Krishna Kumari, Ms Kanchan Saini (Members of SC ST Cell), for information.
4. P.S. to VC for information of Hon'ble Vice Chancellor.
5. Registrar's office
6. All Sectional Heads of CSU, Headquarters office, Delhi.
7. ICT Incharge to upload in the University Website, separately.
8. Personal Files of all concerned members.
9. Guard File.