

Minutes of the Meeting

Minutes of the meeting of the Committee constituted to review, examine and suggest with regard to the existing policy (copy annexed) for the use of campus facilities by the persons/organizations (other than DAV University's departments) held on February 09, 2024 at 12:30 p.m. in the office of the Registrar.

Present

1. Dr. K.N. Kaul, Professor, Chemistry
2. Dr. R.K. Seth, Associate Professor, Physics
3. Mr. Gautam Bhalla, Estate Officer
4. Mr. Davinder Sharma, Accounts Coordinator
5. Mr. Ajit Pal Singh, Clerk, Purchase Section

After deliberating on the matter and comparing the existing policy with some another nearby institute's policies, the Committee was of the unanimous view that:

- No University premises be given on rent or otherwise for any political event/ wedding ceremony/ religious function.
 - Advance booking format should be drafted, and any booking (except above three categories) must be routed through Office of the Registrar. The allotment may be made through Estate Office.
- a) The rental charges are to be paid by the concerned person / organization in advance.
 - b) Eatables are not allowed inside the halls.
 - c) Safety of Furniture and Fixtures will be the sole responsibility of the concerned user.

The rental charges for using the University campus facilities apart from the above said events by the persons/ organizations/ Clubs/ Societies other than DAV University May be as follows

1. FOR PERSONS / ORGANIZATIONS OTHER THAN DAV FRATERNITY

I. Auditorium

a) When ACs are Required

Timing: Maximum 6 to 8 hours per day.

Rental Charges: Rs. 28,000/- + GST as applicable (Including Genset supply upto 4 hours, if Genset is used beyond 4 hours, then Rs. 2000/- per hours will be charged extra)

b) When ACs are NOT Required

Timing: Maximum 6 to 8 hours per day

Rental Charges: Rs. 20,000/- + GST as applicable (Including Genset supply up to 4 hours, if Genset is used beyond 4 hours, then Rs. 1,000/- per hour will be charged extra)

In case, the auditorium is used by the Central/ State/ Local Administration, no rental charges shall be levied. However, the following other charges will be applicable.

Facilitation charges – Rs. 10000/- per day (Consolidated)

Note:

1. Rs. 600/- per person for 5 persons (Rs. 3,000/-) will be charged extra for the person deputed on security, house-keeping etc.
2. The standard sitting arrangement (chairs only) in the auditorium will be provided by the University.
3. **Cost of Damages** - The cost of damages (if any) will be charged as per the actual current cost. The cost of damage be calculated by the Handing Over Person/Committee of the University.

II. University Play Ground

Rental Charges: Rs. 1,000/- to Rs. 3,000/- (Negotiable)

III. Seminar Hall

Rental Charges: Rs. 8,000/- per day (6 to 8 hours) (incl. electricity charges) + GST

IV. Campus Premises (Open) / Promotional Canopies

Rental Charges: Rs. 1,000/- to Rs. 3,500/- per day (incl. electricity charges, if any)

V. Conference Room

Rental Charges: Rs. 3,000/- + GST (incl. electricity charges, if any)

2. FOR DAV FRATERNITY OTHER THAN DAV UNIVERSITY, JALANDHAR

Rental Charges - NIL

Facilitation Charges - Per Day – (Consolidated)

- Auditorium – Rs. 10,000/-
- Ground – No Charges
- Seminar Hall – Rs. 3,000/-
- Conference Room – No Charges

Sd/-
REGISTRAR