GOVERNOR'S SECRETARIAT
BIHAR LOK BHAVAN, PATNA-800022

No.-BSU-43/2016- 593 /GS(I), Dated- 07 April, 2026

From,

Kalpana Srivastava, BSJS
Officer on Special Duty (Judicial).

To

The Vice Chancellor,
All the Universities of Bihar
(Except the AKU, the BAU & the BASU)

Sub.- Attendance of faculty members in the University/Colleges-reg.

Sir,

I am directed to invite a reference to the Statute for Teaching Days and Assessment of Workload, circulated vide letter no.-BSU-8/2005-1632/GS(I), dated-29.06.2005 (**copy enclosed**) of this Secretariat, whereby the norms for minimum workload for the Faculty Members of the Universities/the Colleges had been laid down. This was reiterated vide letter no.-1198 dated-01.07.2016 (**copy enclosed**) of this Secretariat. Here it needs to be emphasized that a reasonable workload for the Faculty Members of the Universities/the Colleges is a sine qua non of academic excellence and is in the larger public in general and academic interest in particular.

2. In continuation of the afore-mentioned letters of this Secretariat, it is once again **reiterated** and **clarified** as follows:

(i) All Faculty Members, in full time employement of the Universities/the Colleges, have to **mandatorily** attend classes for a minimum of 5 Hours per Day subject to not less than 40 Hours of workload in a Week during the Semester Weeks;

(ii) The above minimum Daily and Weekly Workload Norms are **further subject** to the condition that such minimum workload must obtain for at least 30 Weeks (that is, 180 Working Days) in an Academic Year; and

(iii) From the above, it is apparent that the Minimum Daily Workload requirement is explicitly subservient to the Minimum Weekly Workload Requirement and it goes without saying that 40 Hours of the Weekly Workload has to be evenly spread over 6 working days during the Semester Weeks.

3. In the above context, it is further stated that the applicable UGC Regulations also stipulate the Workload Norms for the Faculty Members along

GOVERNOR'S SECRETARIAT
BIHAR LOK BHAVAN, PATNA-800022

almost identical/similar lines. Here it may not be out of sync to mention that the UGC Regulations have the force of law and are binding in nature in keeping with the scheme of the UGC Act,1956 and a host of Judgments of the Hon'ble Supreme Court.

4. You are, therefore, directed that the above Workload Norms be strictly enforced across the Universities/the Colleges so as to ensure good academic output by the Faculty Members of the Universities/the Colleges.

5. These directions are being issued under S.-9 (7) (ii) of the BSU Act, 1976 with the approval of the Hon'ble Chancellor.

Yours faithfully,

Kalpana Srivastava 07/04/26
(Kalpana Srivastava)
Officer On Special Duty (Judicial)

Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur (Bihar)-842001

{Website:-www.brabu.ac.in }

Ref. No. B/2010

Dated 11/04/2026

Copy forwarded to:-

1. All Deans of the Faculties, B.R. Ambedkar Bihar University, Muzaffarpur
2. All Heads, P.G Departments, B.R. Ambedkar Bihar University, Muzaffarpur
3. All Principals (Constituent and affiliated Colleges under the jurisdiction of B.R. Ambedkar Bihar University, Muzaffarpur
4. All Officers/ Section Officers, B.R. Ambedkar Bihar University, Muzaffarpur
5. In-charge, IT Cell, B.R. Ambedkar Bihar University, Muzaffarpur (to upload on the Website)
6. P.A. to Vice-Chancellor, B.R. Ambedkar Bihar University, Muzaffarpur
7. Steno to Registrar, B.R. Ambedkar Bihar University, Muzaffarpur

for information with a request to strictly comply the directives/orders under reference in letter and spirit.

Further, it is to be informed that as directives of Bihar Lok Bhawan, Patna as notified vide letter no. BSU/78/2025-2394 dated- 23/12/2025 compliance to the directives mentioned therein the University/University Departments/Colleges are duty bound to provide the following information to the university through email registrar@brabu.ac.in for onward transmission to Governor's Secretariat, Bihar Lok Bhawan, Patna:-

1. Class routine of all faculty members, Master routine and Subject wise routine.
2. Attendance- Arrival in the college and Departure from the college.
3. Chapter and Topics (on daily basis).
4. Remarks

Registrar 11/4/26

राज्यपाल सचिवालय
बिहार लोक भवन, पटना–800022

पत्रांक – बी.एस.यू. 78 / 2025 – 2394 / रा.स.(I). दिनांक – 23/12/25

प्रेषक

डॉ. रॉबर्ट एल. चोंग्थू, भा.प्र.से.
राज्यपाल के प्रधान सचिव

सेवा में

कुलपति
बिहार राज्य के सभी विश्वविद्यालय

विषय: **विश्वविद्यालय के वेबसाइट पर सूचनाओं के प्रदर्शन के संबंध में ।**

महोदय,

उपर्युक्त विषय के संबंध में सूचित करना है कि माननीय राज्यपाल–सह–कुलाधिपति द्वारा विश्वविद्यालय के वेबसाइट पर निम्न सूचनाओं को प्रतिदिन अद्यतन करते हुए स्पष्ट रूप से प्रदर्शित किये जाने का आदेश देने की कृपा की गयी है:–

1. **विश्वविद्यालय के शिक्षण कार्यक्रम (teaching schedule) एवं परीक्षा कार्यक्रम (examination schedule)।**
2. **संकायवार दैनिक संचालित वर्गों की विवरणी (प्राध्यापक के उल्लेख के साथ)**
3. **Annual Examination Calendar का प्रदर्शन।**

अतएव अनुरोध है कि उक्त आदेश का अविलम्ब पालन सुनिश्चित करने की कृपा की जाय। यथाआवश्यक तकनीकी मार्गदर्शन के लिए श्री रोहन मिश्रा, उप निदेशक, एनआईसी–राज्यपाल सचिवालय, बिहार, पटना (मो०–8630226726) से सम्पर्क किया जा सकता है। अनुपालन प्रतिवेदन पन्द्रह दिनों के अन्दर समर्पित किया जाय।

विश्वासभाजन,

23.12.2025

(डॉ. रॉबर्ट एल. चोंग्थू)
राज्यपाल के प्रधान सचिव