



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University under Haryana Act No. XXV of 1975)

NAAC Accredited 'A+' Grade

Email: co.asc@mdu.ac.in

ADMINISTRATIVE STAFF COLLEGE

NOTICE

It is for the information of all concerned that the University is conducting various activities as part of the initiative 'Seva Sankalp Abhiyan: Seva Mera Yogdan' from 17.09.2026 to 17.10.2026.

In continuation with this initiative, the Administrative Staff College (ASC) in collaboration with the Digital Learning Centre (DLC) of this University is organizing a Training session on '**Digital Literacy for Elder Citizens**' for University staff (Teaching and non-Teaching employees) above the age of 50 years.

The programme is structured to increase understanding of basic skills related to the use of computers and technology in this digital age. The program has been designed to enhance the digital literacy amongst the University faculty enabling them to use digital tools and services more effectively in their personal and professional lives.

The session is intended for Teaching and Non-Teaching employees of the University who are more than 50 years old, and it is mandatory for them.

However, other teaching and non-teaching faculty may also attend the program and benefit from it.

Program Details:

Date, Time & Venue	:	07.10.2026 (Wednesday) at 03.00 PM At FDC-MMTTC, M.D. University, Rohtak.
Chief Guest	:	Prof. Milap Punia, Vice-Chancellor, MDU, Rohtak
Guest of Honour	:	Prof. Sandeep Bansal, Registrar, MDU, Rohtak
Resource Person	:	Dr. Sandeep Dalal, Professor, Department of Computer Science and Applications, M.D.University, Rohtak.

All the concerned participants are requested to make it convenient to attend the program.

REGISTRAR

Contd....

Endst. No.ASC/2026/ 304

Dated: 1/10/2026

A copy of above is forwarded to the following with the request to also circulate the same amongst their concerned employees and allow them to attend the programme:-

1. All the Deans of the Faculties, M.D.University, Rohtak.
2. Dean, Students' Welfare, M.D. University, Rohtak.
3. All the Heads of Departments, Controlling Officers/Branch Officers, M.D.U, Rohtak
4. Director, FDC-MMTTC, M.D.University, Rohtak
5. Prof. Sandeep Dalal, Department of Computer Science and Applications, M.D.University, Rohtak.
6. Director (UCC), M.D.University, Rohtak, with the request to make arrangements for a projector in the hall and to depute an official to facilitate the display of PPT.
7. Assistant Registrar (General Admn.), M.D. University, Rohtak. She is requested to arrange refreshments (high tea) for apx. 100-125 participants and also to arrange photography and videography for the said event.
8. Public Relations Officer (PRO), M.D. University, Rohtak.
9. OSD/PA to Vice-Chancellor/DAA/Registrar (for the kind information of the Vice-Chancellor/ Dean Academic Affairs/ Registrar), M. D. University, Rohtak.

(Handwritten signature)

(Ashok Kumar)
Coordinator, Administrative Staff College
for Registrar