

HIDAYATULLAH NATIONAL LAW UNIVERISITY  
RAIPUR, CHHATTISGARH

REGULATIONS FOR ANNUAL REPORT

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ANNUAL REPORT REGULATIONS 2008

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CHAPTER I  
PRELIMINARY

1. Title :

These Regulations shall be called "Hidayatullah National Law University Annual Report Regulations 2008".

2. Definitions :

In these Regulations, unless the context otherwise requires :

- (i) "Academic Council" means the Academic Council of the University.
- (ii) "Academic Year" means a twelve month period during which a cycle of academic work is to be completed.
- (iii) "Act" means The Hidayatullah National University of Law Chhattisgarh Act, 2003 (No. 10 of 2003).
- (iv) "Executive Council" means the Executive Council of the University.
- (v) "Ordinances" means the Ordinances of the University made under and in accordance with the provisions of this Act.
- (vi) "Faculty" includes visiting faculty.
- (vii) "Financial Year" means a twelve month period commencing from the 1<sup>st</sup> of April of a year and ending on the 31<sup>st</sup> of March of the succeeding year.
- (viii) "Statutes" means the Statutes of the University made under and in accordance with the provisions of this Act.
- (ix) "University" means "The National University of Law, Chhattisgarh" established under Section 3 of The

Hidayatullah National University of Law Chhattisgarh Act,  
2003.

CHAPTER II  
PREPARATION AND SUBMISSION OF ANNUAL REPORT

3. Preparation of Annual Report :

Subject to Section 25 of The Hidayatullah National University of Law, Chhattisgarh Act, 2003, the Executive Council shall prepare the annual report by 31<sup>st</sup> July covering each financial year and other activities of the academic year as prescribed by these regulation for submission to and approval of the General Council and for onward submission to the State Legislature.

4. Submission of Annual Report :

4.1 After preparation of the annual report, the Executive Council shall submit the same to the General Council on or before such date as deemed fit by the General Council. The General Council shall consider such report and may pass resolutions thereon and the Executive Council shall take action in accordance with the resolution. The action taken by the Executive Council shall then be intimated to the General Council.

4.2 Copies of the annual report along with the resolution of the General Council thereon shall be submitted to the State Government, which shall lay the same before the State Legislature at their next session.

CHAPTER III  
CONTENTS OF ANNUAL REPORT

5. The annual report may contain the following particulars :
- 5.1 General Administration - A brief introduction regarding the overall functioning and administration of the University may be mentioned.
  - 5.2 Authorities and Officers of the University - The membership of the General Council, the Executive Council, the Academic Council and the Finance Committee and other officers of the University should be mentioned.
  - 5.3 Statutes, Ordinances and Regulations - The report must specify whether statutes, ordinances and regulations have been framed by the University in accordance with the relevant provisions of the Act and whether any amendments have been carried out in the same.
  - 5.4 Faculty - List of faculty members and their accomplishments be mentioned.
  - 5.5 Other Committees of the University - A brief mention may be made of special committees of the University such as Proctorial Board, Right to Information Cell, Anti - Ragging Committee and Gender Sensitization Committee.
  - 5.6 Infrastructure - The report may contain the infrastructural facilities such as library services, computer centre, building and physical infrastructure, mess, campus, hostels, language lab, moot court hall, gymnasium and the like.

5.7 Financial Report / Fund of the University – The report may specify the contributions made to the University Fund during the year, the grants from the UGC and the State Government in general and for specific purposes or schemes for the financial year, whether any contributions from the University Fund have been utilized and in what manner for the purpose of the University by way of a financial report disclosing the opening balance, income and expenditure for the year and the closing balance.

5.8 Annual accounts and audit – The report may specify the annual accounts prepared under the directions of the Executive Council and the audit report prepared by the auditors for the financial year.

5.9 Maintenance of Records – The report may specify the records maintained as per the General Financial Rules including cash book, cash advance registers, assets registers, dead stock register, stationery stock register, etc.

5.10 Schools of the University as Centres of Excellence – Mention may be made of the six schools of the University such as School of Juridical and Social Sciences (SJSS), School of Constitutional and Administrative Governance (SCAG), School of International Legal Studies (SILS), School of Science, Technology and Sustainable Development (SSTSD), School of Business and Global Trade Laws Development (SBGTLD) and School of Administration of Justice, Continuing and Clinical Legal Education (SAJCCLE) and the activities carried out in their respective fields.

5.11 Introduction of pioneering / ground-breaking activities during the year – A brief mention may be made of any innovative activities introduced during the year in various fields such

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as facilities to students, computer technology and automation, introduction of new courses during the year, provision of access to international law to students, introduction of new avenues for internship and placement of students and conferral of major opportunities in leading corporate sectors, introduction of new academic exchange programmes with foreign countries, other major events conducted during the year, convocation and centenary celebrations if any, library resources (books, journals, case law reports, digital resources), university publications, etc.

5.12 Student activities and achievements – These will include student bar association and activity based committees, moot court society, placement, internship and career opportunities of the students.

5.13 Endowments – These will include various endowments such as endowment for institution of scholarships, for creation of physical facilities, for institution of gold medals, endowment lectures, creation of student welfare fund and faculty development fund and the like.

5.14 Residuary – Compliance of any other mandatory provisions of the Act for conducting the affairs of the University may be specified.

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