



ज़ाकिर हुसैन दिल्ली कॉलेज (सांध्य)

Zakir Husain Delhi College (Evening)

दिल्ली विश्वविद्यालय (University of Delhi)

जवाहरलाल नेहरू मार्ग, नई दिल्ली - ११०००२ Jawaharlal Nehru Marg, New Delhi - 110002

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February 08, 2025

## OFFICE ORDER



As per the recommendations of the Committee constituted by the undersigned the following has been approved:

The fine for issuing a duplicate ID card has been reduced to Rs. 200/-, and students must provide a copy of the FIR to obtain it. This measure aims to prevent misuse and ensure the safety of ID cards.

For auditorium booking charges, college-centric events such as Conferences, Seminars, Workshops, and Cultural Events upto the maximum limit of 2 events in the Academic year may be funded from the College Maintenance Fund with prior approval from the Principal. In exceptional cases, additional events may be approved upon written justification.

For department events like Freshers and Farewell, the respective department will bear the booking charges. However, departmental society events, including academic talks and lectures, can be conducted in the Departmental Activities Room without any charges, subject to prior booking through the Office.

These guidelines are effective immediately.

  
**Prof. Narendra Singh**  
**Officiating-Principal**  


**Copy to:**

1. All teachers
2. All Non-Teaching Staff
3. College website
4. Students Notice Board