



# VIDYASAGAR UNIVERSITY

P.O. : Vidyasagar University, Midnapore - 721 102, Dist.: Paschim Medinipur,  
West Bengal, INDIA.

Date: 19.06.2021

## NOTIFICATION

This is to notify for general information of all concerned that on the basis of the proposal submitted by the Executive Director, Computer Centre regarding insertion/amendment of a new section in the "ICT Policy, Rules & Regulations 1.0" of Vidyasagar University and duly approved by the Hon'ble Vice-Chancellor in clause 3.6 sub clause 3.6.4, it may be noted by all the stakeholders hosting events/meetings, "The University/host can record the online virtual event with due consent of majority members prior to the start of the meeting. The recording may be used for future reference only for official purpose."

In connection with the above, for recording an event/meeting, the host of the event may mention the possibility of recording it in the meeting notice itself followed by seeking consent on recording just before the start of meeting/event.

All concerned are being informed accordingly.

This is issued with the approval of the competent authority.

Sd/-  
Registrar

**Memo No. : VU/R/Noti./ 790/2021 dated 19.06.2021.**

**Copy forwarded for information and necessary action to :**

- (1) the Deans of the faculty concerned.
- (2) all Heads of the Academic and Administrative Departments to circulate among all employees of his/her department
- (3) the Director, DDE to circulate among all employees of DDE
- (4) the Deputy Registrar (Administration)
- (5) the Deputy Registrar (Academic).
- (6) the Information Scientist for wide circulation on the University website.
- (7) the Office of the Superintendent, Registrar's Office.
- (8) the Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor.
- (9) guard file
- (9) relevant file.



*[Signature]*  
19/06/21  
Registrar

Registrar  
Vidyasagar University  
Midnapore - 721102  
West Bengal, India