



# Madhya Pradesh Bhoj Open University, Bhopal

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Advertisement No. 9156 /MPBOU/2023 Dated – 02/09/2023

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Applications are invited from eligible candidates who are not related to the University and who is retired Vice-Chancellor or a retired Professor (who has worked as Dean/HOD) and has 10 years' experience as a Professor at State/ Central Universities/ Institutions of National Importance/ Deemed to be Universities or a former District Judge in the prescribed form for the post of Ombudsperson on the establishment of Madhya Pradesh Bhoj Open University, Bhopal on purely temporary basis as part-time Officer for a period of three years. The terms and condition will be governed as per UGC (Redressal of Grievances of Students) Regulations, 2023.

## **Ombudsperson (1 post)**

**Pay :** Rs.3000 sitting fees per day as approved by the MP Govt. for hearing the cases, and Rs 500/- Local conveyance.

## **Terms & Conditions**

The applicants are requested to kindly make note of Section 6 of University Grants Commission (Redressal of Grievances of Students) Regulations, 2023 dated 11th April, 2023 as follows :-

- The Ombudsperson shall not, at the time of appointment, during one year before appointment, or in the course of his/her tenure as Ombudsperson, be in conflict of interest with the Institution where his/her personal relationship, professional affiliations or financial interest may compromise or reasonably appear to compromise, the independence of judgment towards the Institution.
- The Ombudsperson shall not, at the time of appointment, during one year before appointment, or in the course of his/her tenure as Ombudsperson, be in conflict of interest with the Institution where his/her personal relationship, professional affiliations or financial interest may compromise or reasonably appear to compromise, the independence of judgment towards the Institution.
- The University may remove the Ombudsperson from office, on charges of proven misconduct or mis behaviour.
- No order of removal of Ombudsperson shall be made except after an inquiry made in this regard by a person, not below the rank of a retired judge of the High Court in which a reasonable opportunity of being heard is given to the Ombudsperson.

- The Ombudsperson shall be appointed for a period of three years or until he/she attains the age of 70 years, whichever is earlier, from the date of assuming office, and shall be eligible for reappointment for another one term.
- The Ombudsperson should submit the declaration that no case is pending or ongoing against him in any court.

**functions of Ombudsperson:**

- (i) The Ombudsperson shall hear appeals from an aggrieved student, only after the student has availed all other remedies provided under these regulations.
- (ii) While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for revaluation or re-totalling of answer sheets from an examination, shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome or specific instance of discrimination is indicated.
- (iii) (iii) The Ombudsperson may avail assistance of any person, as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved student(s).

### **Instruction to the applicants**

The candidates should ascertain their eligibility for the post before submission of application.

- 1) **The application will be accepted from 2/09/2023 to 4/10/2023** The applications received after the last date mentioned above will not be entertained.
- 2) The prescribed application form may be downloaded from the University website <http://mpbou.edu.in>
- 3) The post will be filled in by the candidate/s domicile of State of Madhya Pradesh only.
- 4) Application in the prescribed form duly filled (Three copies) together with attested copies of certificate/s should be sent in an envelope superscripted “**Application for the post of Ombudsperson**”, between the dates mentioned above to the Registrar, Madhya Pradesh Bhoj Open University, Kolar Road, Bhopal– 462016 so as to reach the same before 5.30 p.m. on 4/10/2023.
- 5) If the space provided is insufficient, information may be given on a separate sheet duly signed by the candidate and the same may be sent with the application.
- 6) Incomplete applications will not be considered/entertained and is liable to be rejected.
- 7) On verification, if it is found that the information received from an applicant is faulty and or is based on faulty certificates will be liable for legal action and the selection will be immediately cancelled.
- 8) Canvassing directly or indirectly will be a disqualification.
- 9) University will not be responsible for the applications misplaced or lost or delayed by the Postal department.

**Registrar**



**Madhya Pradesh Bhoj Open University, Bhopal**  
**Kolar Road, Bhopal (M.P.) - 462 016.**

Advertisement No. 9256

MPBOU/2023

Dated : 02/09/2023

Affix  
passport  
size  
photo

To,  
The Registrar,  
Madhya Pradesh Bhoj Open  
University,  
Kolar Road, Bhopal – 462 016.

Sub: Application for the post of “Ombudsperson”.  
Please [ ✓ ] wherever applicable

1.

Name in full Shri/Smt./Kum. (in BLOCK letters)	Surname																				
	First name																				
	Middle name																				

2.

Current postal address (in BLOCK letters)																						
Email ID																						
Mobile No.																						
Tel. No.																						



7. Other Qualifications and experience, if any.

8. (a) Last position held :

(b) Name of Institution/ Organization where employed : \_\_\_\_\_  
\_\_\_\_\_

(c) Salary : \_\_\_\_\_

Pay Rs. \_\_\_\_\_ in the pay-scale (pay band) of Rs. \_\_\_\_\_

D.A. Rs. \_\_\_\_\_

H.R.A. Rs. \_\_\_\_\_

C.L.A. Rs. \_\_\_\_\_

Other Rs. \_\_\_\_\_

Allowances, if any \_\_\_\_\_

Total Rs. \_\_\_\_\_

(d) Date of appointment : \_\_\_\_\_

(e) Date of increment : \_\_\_\_\_

(f) Attach Last Pay Certificate, if any

9. Names and addresses of not more than three persons to whom references may be made

1) \_\_\_\_\_  
\_\_\_\_\_

2) \_\_\_\_\_  
\_\_\_\_\_

3) \_\_\_\_\_  
\_\_\_\_\_

I hereby declare that all statements made by me in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false, incomplete or incorrect, my candidature/appointment is liable to be cancelled/terminated. I further understand that no notice shall be taken of any request for withdrawal of my application.

Place :

Date :

**(Signature of candidate)**  
**(Please turn over for "Instructions to candidates")**

**INSTRUCTIONS TO CANDIDATES**

1. Candidates should send with their applications self attested copies of the degree or diploma certificates and statements of marks and other certificates in support of their educational qualifications and experience; and of the Matriculation or equivalent certificates in support of their age.
2. Applications should be sent to the Registrar, Madhya Pradesh Bhoj Open University, kolar Road, Bhopal-462016 so as to reach on or before the last date prescribed.
3. Incomplete applications will not be considered.
4. No inquiry asking for advice as to eligibility will be entertained.

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Check list for the candidates (to be attached to the application)

Please [ √ ] wherever applicable

- 1) Application duly completed :Yes/No
- 2) Self attested photograph affixed on the application : Yes/No
- 3) Application signed : Yes/No
- 4) An attested copy of each of the following certificate is attached.
  - a) Date of Birth/Age Certificate
  - b) Caste Certificate and Caste validity certificate
  - c) Physically handicapped certificate, if applicable
  - d) Educational qualification documents
  - e) Experience certificate.
  - f) Last Pay Certificate
  - g) Any other certificate.