

Annexure-I

**STATEMENT OF IMPUTATIONS: ARTICLES OF
CHARGES FRAMED AGAINST SMT. ARUNA KUMAR, SR.
P.A. TO PRINCIPAL, ATMA RAM SANATAN DHARMA,
COLLEGE, UNIVERSITY OF DELHI**

ARTICLE-I

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi while functioning as Sr. P.A. to the Principal, ARSD College, during the period 2011 to 2022 committed a serious misconduct, wherein on 18.06.2021 and on 03.09.2021 while being absent from her work place overwrote on the remark of SO and scratched the column of attendance register. It was reported by the Administrative Officer of the College that during the period 2011 to 2022 Smt. Aruna Kumar had been found unauthorizedly absent from the work place on 76 occasions i.e

21.05.2011, 22.05.2011, 03.09.2011, 04.09.2011, 01.11.2011,
02.11.2011, 31.01.2012, 28.01.2013, 10.06.2013, 10.07.2013,
08.08.2013, 20.08.2013, 09.01.2015, 29.01.2015, 11.03.2015,
11.05.2015, 26.05.2015, 16.07.2015, 27.08.2015, 29.01.2015,
07.10.2015, 23.10.2015, 10.12.2015, 09.02.2016, 10.02.2016,
01.04.2016, 06.04.2016, 12.04.2016, 10.05.2016, 26.05.2016,
30.05.2016, 31.05.2016, 08.07.2016, 27.07.2016, 08.12.2016,
13.12.2016, 26.12.2016, 06.03.2017, 01.05.2017, 17.05.2017,
15.06.2017, 05.07.2017, 02.08.2017, 18.08.2017, 24.08.2017,
26.09.2017, 29.09.2017, 12.10.2017, 30.10.2017, 31.10.2017,
14.11.2017, 24.11.2017, 25.11.2017, 26.11.2017, 27.11.2017,
28.11.2017, 29.11.2017, 30.11.2017, 01.10.2018, 08.10.2018,

12.10.2018, 02.01.2020, 11.09.2021, 12.09.2021, 02.02.2022,
17.02.2022, 03.03.2022, 14.03.2022, 28.03.2022, 12.04.2022,
04.07.2022, 05.07.2022, 06.07.2022, 07.07.2022, 08.07.2022,
12.07.2022 as per the report submitted by the AO of the College
during the same period Smt. Aruna Kumar scratched/overwrote on
the remarks of competent authorities on following 65 occasions i.e.
07.07.2011, 01.02.2012, 23.08.2012, 30.01.2013, 07.05.2013,
17.05.2013, 25.06.2013, 01.07.2013, 03.07.2013, 08.07.2013,
23.07.2013, 25.07.2013, 21.08.2013, 23.08.2013, 26.08.2013,
06.11.2013, 14.11.2013, 11.12.2013, 20.12.2013, 15.01.2014,
01.04.2014, 22.04.2014, 18.07.2014, 21.08.2014, 07.11.2014,
06.01.2015, 07.01.2015, 21.01.2015, 15.04.2015, 22.05.2015,
11.06.2015, 22.07.2015, 24.07.2015, 11.08.2015, 21.08.2015,
27.10.2015, 03.02.2016, 08.04.2016, 02.05.2016, 03.10.2016,
31.10.2016, 30.11.2016, 02.12.2016, 27.01.2017, 30.01.2017,
13.04.2017, 05.05.2017, 19.05.2017, 02.06.2017, 28.06.2017,
05.07.2017, 25.07.2017, 28.09.2017, 13.07.2018, 24.09.2018,
16.11.2020, 30.03.2021, 16.06.2021, 09.09.2021, 07.10.2021,
28.10.2021, 25.11.2021, 12.01.2022, 07.03.2022, 27.06.2022.

Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i) (ii) (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

ARTICLE-II

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi, during the aforesaid period and while functioning in the aforesaid office, had approached outside agencies i.e. DCP South District Police Station

Hauz Khas on 14.05.2013, Smt. Smriti Zubin Irani, Hon'ble Minister Human Resource vide letter dated 19.10.2015, Delhi Commission for women, Office of Hon'ble Vice President of India vide letter 03.01.2022 and the Chief Minister of Delhi, bypassing the normal channels for certain complaints. Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i) (ii) (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

ARTICLE-III

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi, during the aforesaid period and while functioning in the aforesaid office, had committed a serious misconduct wherein Smt. Aruna Kumar made a false complaint of 'Continuous Harassment' to the Governing Body of the College for her promotion whereas Smt. Aruna Kumar had herself not submitted the APAR for five years. Smt. Aruna Kumar earlier also made a false complaint captioned "Continued harassment" to University of Delhi. The College Governing Body addressed the same complaints and found no substance in the allegation made by Smt. Aruna Kumar. Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i) (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

ARTICLE-IV

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi, during the aforesaid period and while functioning in the aforesaid office, had committed a serious misconduct wherein Smt. Aruna Kumar on 27.06.2022 at around 1740 hrs barged into the office of the Principal, ARSD College, University of Delhi without permission and started shouting and created a scene by threatening to dial 100 and threw the Attendance Register. Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i) (ii) (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

ARTICLE-V

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi, in the year 2001, whilst working as Junior Assistant-cum-Typist (JACT), in the Principal's office committed a serious misconduct, wherein Smt. Aruna Kumar on 16.07.2001 signed an adhoc appointment letter of a Lecturer for which Smt. Aruna Kumar was not even authorized by the competent authority. Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i) (ii) (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

ARTICLE-VI

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi, during the aforesaid period and while functioning in the aforesaid office, was found irregular in her assigned duties and most of the time was absent from work which is prejudicial to the office decorum. Smt. Aruna Kumar had been late on four occasions i.e., 04th, 11th, 12th & 28th April, 2016. In addition to above Smt. Aruna Kumar during the period 2011 to 2022 had been found late in reporting for duty at work place on the 195 following occasions: 02.02.2011, 09.02.2011, 10.02.2011, 11.02.2011, 18.02.2011, 24.02.2011, 25.02.2011, 05.07.2011, 06.07.2011, 18.08.2011, 15.09.2011, 21.10.2011, 24.01.2012, 01.02.2012, 07.02.2012, 17.02.2012, 23.03.2012, 07.05.2012, 18.05.2012, 26.06.2012, 16.08.2012, 17.08.2012, 23.08.2012, 13.09.2012, 14.09.2012, 09.10.2012, 19.10.2012, 15.10.2012, 21.11.2012, 13.12.2012, 03.01.2013, 04.01.2013, 30.01.2013, 22.04.2013, 25.04.2013, 14.05.2013, 17.05.2013, 22.05.2013, 18.06.2013, 25.06.2013, 01.07.2013, 03.07.2013, 18.07.2013, 23.07.2013, 25.07.2013, 01.08.2013, 13.08.2013, 19.08.2013, 26.08.2013, 01.10.2013, 04.10.2013, 06.11.2013, 14.11.2013, 18.11.2013, 20.12.2013, 06.01.2014, 15.01.2014, 06.02.2014, 11.02.2014, 13.02.2014, 17.02.2014, 25.02.2014, 01.04.2014, 22.04.2014, 15.05.2014, 19.05.2014, 23.05.2014, 02.07.2014, 18.07.2014, 31.07.2014, 14.08.2014, 19.08.2014, 21.08.2014, 28.08.2014, 04.09.2014, 28.10.2014, 03.11.2014, 07.11.2014, 13.11.2014, 28.11.2014, 06.01.2015, 07.01.2015, 19.01.2015, 21.01.2015, 26.02.2015, 10.03.2015, 23.03.2015, 24.03.2015, 31.03.2015, 07.04.2015, 09.04.2015, 15.04.2015, 13.05.2015, 19.05.2015, 22.05.2015, 05.06.2015, 11.06.2015,

22.07.2015, 24.07.2015, 28.07.2015, 29.07.2015, 11.08.2015,
20.08.2015, 21.08.2015, 14.10.2015, 16.10.2015, 27.10.2015,
13.11.2015, 07.12.2015, 22.12.2015, 27.01.2016, 03.02.2016,
22.02.2016, 21.03.2016, 30.03.2016, 04.04.2016, 11.04.2016,
12.04.2016, 28.04.2016, 02.05.2016, 04.05.2016, 09.05.2016,
18.05.2016, 01.06.2016, 05.07.2016, 28.07.2016, 03.10.2016,
25.10.2016, 27.10.2016, 31.10.2016, 21.11.2016, 30.11.2016,
02.12.2016, 05.12.2016, 07.12.2016, 27.01.2017, 30.01.2017,
15.02.2017, 21.02.2017, 05.04.2017, 13.04.2017, 05.05.2017,
15.05.2017, 19.05.2017, 08.06.2017, 28.06.2017, 17.07.2017,
24.07.2017, 25.07.2017, 17.08.2017, 04.09.2017, 11.09.2017,
28.09.2017, 09.10.2017, 17.10.2017, 23.10.2017, 10.11.2017,
21.11.2017, 01.12.2017, 31.01.2018, 09.02.2018, 01.05.2018,
04.05.2018, 15.05.2018, 21.05.2018, 13.07.2018, 24.09.2018,
18.03.2019, 14.11.2019, 29.11.2019, 12.12.2019, 03.01.2020,
08.01.2020, 05.02.2020, 02.02.2021, 04.03.2021, 17.03.2021,
30.03.2021, 16.06.2021, 09.09.2021, 07.10.2021, 28.10.2021,
24.11.2021, 25.11.2021, 16.12.2021, 06.01.2022, 12.01.2022,
16.02.2022, 07.03.2022, 09.03.2022, 30.03.2022, 13.04.2022,
27.06.2022, 30.06.2022, 01.08.2022. Thus, the said Smt. Aruna
Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College,
University of Delhi failed to maintain devotion to duty and acted in
a manner unbecoming of an employee of the College and thereby,
violated Rule 45(i) (ii) and 45(5) (iii) of the University Non-
Teaching Employees Rules 2013.

ARTICLE-VII

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi, during the aforesaid period and while functioning in the aforesaid office, had

committed a serious misconduct wherein Smt. Aruna Kumar on 30.06.2022 was found clicking pictures of official document (Attendance Register). Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i), (ii) (iii) and (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

ARTICLE-VIII

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi, on 23.11.2000 was irregularly appointed as a Junior Asstt.-cum-Typist to the Principal, ARSD College without even appearing in the prescribed test in general English and Typewriting and without any clarity whether the post was to be filled up by direct recruitment or through promotion. Further Smt. Aruna Kumar was irregularly appointed as Stenographer on 02.06.2005 on purely temporary adhoc basis without any written test/interview though there is no sanctioned post of Stenographer in the College. On 23.08.2005 she was irregularly appointed as Sr. P.A. to the Principal on the basis of recommendation of the selection committee dated 22.08.2005. Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain absolute integrity and devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i), (ii), (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

ARTICLE-IX

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi, during the year 2012-13 while functioning as Sr. PA to the Principal, ARSD College lodged a false complaint against OSD Dr. Sandeep Kumar Sharma with the Delhi Police and DCW out of vengeance, when irregularity in her appointment was pointed out. A fact-finding enquiry was constituted to investigate the complaint against Dr. Sharma; Smt. Aruna Kumar did not appear before the enquiry. Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain absolute integrity and devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i), (ii) and (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

ARTICLE-X

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharm College (ARSD), University of Delhi during the period 2022 and while functioning in the aforesaid office committed a serious misconduct in that Smt. Aruna Kumar on following dates:

08.06.2022, 13.06.2022, 14.06.2022, 15.06.2022, 16.06.2022, 24.06.2022, 27.06.2022, 28.06.2022, 29.06.2022, 11.07.2022, 29.07.2022, 01.08.2022, 02.08.2022 and 03.08.2022 (14 occasion) left the work place after marking attendance on the attendance register without any information/permission of the Competent Authority. Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, ARSD College, University of Delhi failed to maintain absolute devotion to duty and acted in a manner unbecoming of an employee

of the college and thereby violating Rule 45 (i) (ii) (iii) and Rule 45 (5) (iii) of the University Non-Teaching Employees Rule 2013.

ARTICLE-XI

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharm College (ARSD), University of Delhi during the period 2011 to 2022 and while functioning in the aforesaid office committed a serious misconduct in that Smt. Aruna had raised false and baseless allegations against first the OSD and thereafter the Principal, ARSD College alleging continuous harassment at work place which on enquiry were subsequently found to be absolutely untrue by the Internal Complaint Committee of the College. Thus, the said Smt. Aruna Kumar, Sr. P.A. to Principal, ARSD College failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated the Provisions of Rule 45 (i) (ii) (iii) and Rule 45 (5) (iii) of the University Non-Teaching Employees Rule 2013.

ARTICLE-XII

That the said Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi while functioning as Sr. P.A. to the Principal, ARSD College, during the period 2011 to 2022 committed a serious misconduct, wherein on 04.08.2022 she was suspended by the competent authority for her gross indiscipline and misconduct. As per the office order during the suspension period she shall report to the Administrative Officer of the College once in a month. Smt. Aruna Kumar did not report to the competent authority as mentioned in the office order, Thus, the said

Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharma College, University of Delhi failed to maintain absolute integrity and devotion to duty and acted in a manner unbecoming of an employee of the College and thereby, violated Rule 45(i), (ii) and (iii) and 45(5) (iii) of the University Non-Teaching Employees Rules 2013.

STATEMENT OF IMPUTATIONS: ARTICLES OF CHARGES FRAMED AGAINST SMT. ARUNA KUMAR, SR. P.A. TO PRINCIPAL, ATMA RAM SANATAN DHARMA, COLLEGE, UNIVERSITY OF DELHI

IMPUTATION ARTICLE-I

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Sr. PA to the Principal, Atma Ram Sanatan Dharma College during the period 2011 to 2022 committed a serious misconduct in that as per requirement to duty roster she was to attend duty on 16.06.2021. When she did not turn up till 13.15 Hrs on 16.06.2021, the SO (Admn) Shri Rajesh Makkar recorded the time on her column as per the instructions of the Principal. When Smt. Aruna Kumar came to college at 14.00 Hrs on 16.06.2021 she scored off the time in her column. Similarly, on 03.09.2021 she having come late to the college scratched out the late time and signatures. On 16.08.2022 the Principal Prof. Gyantosh Kumar Jha seeks the information regarding the attendance and leave record of Smt. Aruna Kumar's from the Administrative Officer of the College Mr. V.K. Mishra. Mr. Mishra intern submitted a report vide letter ref. no.-3600 dated 23.08.2022 in which had been reported that Smt. Aruna Kumar during the period 01.01.2011 to 24.08.2022 unauthorizedly absent on the following 76 occasions: i.e. 21.05.2011, 22.05.2011, 03.09.2011, 04.09.2011, 01.11.2011, 02.11.2011, 31.01.2012, 28.01.2013, 10.06.2013, 10.07.2013, 08.08.2013, 20.08.2013, 09.01.2015, 29.01.2015, 11.03.2015, 11.05.2015, 26.05.2015, 16.07.2015, 27.08.2015, 29.01.2015, 07.10.2015, 23.10.2015, 10.12.2015, 09.02.2016, 10.02.2016, 01.04.2016, 06.04.2016, 12.04.2016, 10.05.2016, 26.05.2016, 30.05.2016, 31.05.2016, 08.07.2016, 27.07.2016, 08.12.2016,

13.12.2016, 26.12.2016, 06.03.2017, 01.05.2017, 17.05.2017,
15.06.2017, 05.07.2017, 02.08.2017, 18.08.2017, 24.08.2017,
26.09.2017, 29.09.2017, 12.10.2017, 30.10.2017, 31.10.2017,
14.11.2017, 24.11.2017, 25.11.2017, 26.11.2017, 27.11.2017,
28.11.2017, 29.11.2017, 30.11.2017, 01.10.2018, 08.10.2018,
12.10.2018, 02.01.2020, 11.09.2021, 12.09.2021, 02.02.2022,
17.02.2022, 03.03.2022, 14.03.2022, 28.03.2022, 12.04.2022,
04.07.2022, 05.07.2022, 06.07.2022, 07.07.2022, 08.07.2022,
12.07.2022

As per the information provided by the A.O. Smt. Aruna Kumar also scratched, overwrote or cut the remark of S.O./A.O./Principal on the following 65 occasions during the period 2011 to 2022:

07.07.2011, 01.02.2012, 23.08.2012, 30.01.2013, 07.05.2013,
17.05.2013, 25.06.2013, 01.07.2013, 03.07.2013, 08.07.2013,
23.07.2013, 25.07.2013, 21.08.2013, 23.08.2013, 26.08.2013,
06.11.2013, 14.11.2013, 11.12.2013, 20.12.2013, 15.01.2014,
01.04.2014, 22.04.2014, 18.07.2014, 21.08.2014, 07.11.2014,
06.01.2015, 07.01.2015, 21.01.2015, 15.04.2015, 22.05.2015,
11.06.2015, 22.07.2015, 24.07.2015, 11.08.2015, 21.08.2015,
27.10.2015, 03.02.2016, 08.04.2016, 02.05.2016, 03.10.2016,
31.10.2016, 30.11.2016, 02.12.2016, 27.01.2017, 30.01.2017,
13.04.2017, 05.05.2017, 19.05.2017, 02.06.2017, 28.06.2017,
05.07.2017, 25.07.2017, 28.09.2017, 13.07.2018, 24.09.2018,
16.11.2020, 30.03.2021, 16.06.2021, 09.09.2021, 07.10.2021,
28.10.2021, 25.11.2021, 12.01.2022, 07.03.2022, 27.06.2022.

Thus Smt. Aruna Kumar failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated Rules Rule 45(i) (ii) (iii) and 45 (5)(iii) of the University Non-Teaching Employees Rules 2013.

IMPUTATION ARTICLE -II

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Sr. PA to the Principal Atma Ram Sanatan Dharma College committed a serious misconduct in that she approached the Office of DCP South Police Station , Hauz Khas New Delhi on 14.05.2013, Smt. Smriti Zubin Irani, Hon'ble Minister Human Resource dated Nil forwarded by the University vide letter dated 15/19.10.2015, Delhi Commission for Women vide letter dated 16.09.2015, Office of Hon'ble Vice President of India vide letter 29.12.2021 and the Chief Minister of Delhi through letters/ email dated 19.06.2022, she made complaint against College Authorities without seeking the intervention of the local bodies of the college like ICC and Governing Body of the College. Thus Smt. Aruna Kumar failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated Rule 45 (i) (ii) (iii) and 45(5)(iii) of the University Non-Teaching Employees Rules 2013.

IMPUTATION ARTICLE -III

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Sr. PA to the Principal Atma Ram Sanatan Dharma College during the period 2011 to 2022 committed a serious misconduct in that on 03.05.2017 she made a false complaint to the Governing Body of the College for promotion. In turn the Governing Body instructed the internal compliance committee of the college to look into the matter. Chairperson Dr. Jaya Tomar vide report dated 18.09.2017 concluded that Smt. Aruna Kumar had not submitted her Annual Performance Appraisal Reports for last five years which were mandatory to evaluate employee eligibility for financial upgradation. Moreover, the

selection for the post of Administrative Officer is based on service record and APAR. On the basis of record the committee concluded that no discrimination had been made either in grant of financial upgradation or promotion and the complaints are baseless and untrue.

Similarly earlier Smt. Aruna Kumar had complained to Vice-Chancellor, University of Delhi on 27.01.2015 regarding continuous harassment alleging denial of promotion whereas she had herself not submitted APARs. A similar complaint captioned “Continued Harassment” received from the University of Delhi, South Campus. Governing Body of the College in its 142nd meeting held on 20.04.2015 made a considered opinion that there is no substance in the allegation made by Smt. Aruna Kumar. Thus Smt. Aruna Kumar failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated Rule 45 (i)(iii) and 45(5)(iii) of the University Non-Teaching Employees Rules 2013.

IMPUTATION ARTICLE -IV

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Sr. PA to the Principal Atma Ram Sanatan Dharma College during the period 2015 to 2022 committed a serious misconduct in that on 27.06.2022 around 1740 Hrs barged into the office of the Principal Professor Gyantosh Kumar Jha without any permission and started shouting at the Principal while he was busy on phone. Two Staff Members Mr. Neeraj Mishra, Assistant Professor Department of Chemistry and Sh. Anil Kumar Thakur, MTS were sitting in the office of the Principal. She started shouting at the Principal “Ye kya badtameji hai, tumhari himmat kaise hui mere cross lagane ki, Mera man hoga tab aungi aur jaungi,

whatever you want you may do.” She further threatened by stating “Tumhara Hasar bhi Sandeep Sharma wala karungi, lagta hai is per bhi sexual harassment ka case lagana padega.” She threatened to dial No.100. She then wrote something on the attendance register and threw it scornfully and very arrogantly went out from the office of the Principal. Thus Smt. Aruna Kumar failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated Rule 45 (i)(ii)(iii) and 45(5)(iii) of the University Non-Teaching Employees Rules 2013.

IMPUTATION ARTICLE -V

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Junior Assistant Cum Typist (JACT) to the Principal Atma Ram Sanatan Dharma College had committed a serious misconduct in that on 16.07.2001 she unauthorizedly signed a letter address to Ms. Suman Dudeja informing her about adhoc appointment as a Lecturer in Chemistry in the College. She signed the adhoc appointment letter above the name of Officiating Principal Dr. B. L. Arora which she was not competent and authorized to sign. Signing in place of the officiating Principal amounts to fraud. Thus Smt. Aruna Kumar failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated Rule 45 (i)(ii)(iii) and 45(5)(iii) of the University Non-Teaching Employees Rules 2013.

IMPUTATION ARTICLE -VI

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Sr. PA to the Principal Atma Ram Sanatan Dharma College had committed a serious misconduct in that on 17.05.2016 the Principal Dr. Jha instructed Mr. V.K. Mishra,

A.O. to submit a report regarding the punctuality and working capability of the staff under him. Shri Mishra inturn submitted a report vide letter dated 19.05.2016 that Smt. Aruna Kumar had been late on four occasions i.e., 04th, 11th, 12th & 28th April, 2016. The Principal Prof. Gyantosh Kumar Jha shought the information from the A.O. of the College about the attendance and leave record of Smt. Aruna Kumar. In the report submitted by the A.O. vide letter Ref. No.- 3600 dated 23.08.2022 and vide letter dated 30.08.2022 it was informed that Smt. Aruna Kumar was reported late on following 195 occasions during the period 01.01.2011 to 24.08.2022.

02.02.2011, 09.02.2011, 10.02.2011, 11.02.2011, 18.02.2011,
24.02.2011, 25.02.2011, 05.07.2011, 06.07.2011, 18.08.2011,
15.09.2011, 21.10.2011, 24.01.2012, 01.02.2012, 07.02.2012,
17.02.2012, 23.03.2012, 07.05.2012, 18.05.2012, 26.06.2012,
16.08.2012, 17.08.2012, 23.08.2012, 13.09.2012, 14.09.2012,
09.10.2012, 19.10.2012, 15.10.2012, 21.11.2012, 13.12.2012,
03.01.2013, 04.01.2013, 30.01.2013, 22.04.2013, 25.04.2013,
14.05.2013, 17.05.2013, 22.05.2013, 18.06.2013, 25.06.2013,
01.07.2013, 03.07.2013, 18.07.2013, 23.07.2013, 25.07.2013,
01.08.2013, 13.08.2013, 19.08.2013, 26.08.2013, 01.10.2013,
04.10.2013, 06.11.2013, 14.11.2013, 18.11.2013, 20.12.2013,
06.01.2014, 15.01.2014, 06.02.2014, 11.02.2014, 13.02.2014,
17.02.2014, 25.02.2014, 01.04.2014, 22.04.2014, 15.05.2014,
19.05.2014, 23.05.2014, 02.07.2014, 18.07.2014, 31.07.2014,
14.08.2014, 19.08.2014, 21.08.2014, 28.08.2014, 04.09.2014,
28.10.2014, 03.11.2014, 07.11.2014, 13.11.2014, 28.11.2014,
06.01.2015, 07.01.2015, 19.01.2015, 21.01.2015, 26.02.2015,
10.03.2015, 23.03.2015, 24.03.2015, 31.03.2015, 07.04.2015,
09.04.2015, 15.04.2015, 13.05,2015, 19.05.2015, 22.05.2015,

05.06.2015, 11.06.2015, 22.07.2015, 24.07.2015, 28.07.2015,
29.07.2015, 11.08.2015, 20.08.2015, 21.08.2015, 14.10.2015,
16.10.2015, 27.10.2015, 13.11.2015, 07.12.2015, 22.12.2015,
27.01.2016, 03.02.2016, 22.02.2016, 21.03.2016, 30.03.2016,
04.04.2016, 11.04.2016, 12.04.2016, 28.04.2016, 02.05.2016,
04.05.2016, 09.05.2016, 18.05.2016, 01.06.2016, 05.07.2016,
28.07.2016, 03.10.2016, 25.10.2016, 27.10.2016, 31.10.2016,
21.11.2016, 30.11.2016, 02.12.2016, 05.12.2016, 07.12.2016,
27.01.2017, 30.01.2017, 15.02.2017, 21.02.2017, 05.04.2017,
13.04.2017, 05.05.2017, 15.05.2017, 19.05.2017, 08.06.2017,
28.06.2017, 17.07.2017, 24.07.2017, 25.07.2017, 17.08.2017,
04.09.2017, 11.09.2017, 28.09.2017, 09.10.2017, 17.10.2017,
23.10.2017, 10.11.2017, 21.11.2017, 01.12.2017, 31.01.2018,
09.02.2018, 01.05.2018, 04.05.2018, 15.05.2018, 21.05.2018,
13.07.2018, 24.09.2018, 18.03.2019, 14.11.2019, 29.11.2019,
12.12.2019, 03.01.2020, 08.01.2020, 05.02.2020, 02.02.2021,
04.03.2021, 17.03.2021, 30.03.2021, 16.06.2021, 09.09.2021,
07.10.2021, 28.10.2021, 24.11.2021, 25.11.2021, 16.12.2021,
06.01.2022, 12.01.2022, 16.02.2022, 07.03.2022, 09.03.2022,
30.03.2022, 13.04.2022, 27.06.2022, 30.06.2022, 01.08.2022. Thus
Smt. Aruna Kumar failed to maintain devotion to duty and acted in
a manner unbecoming of an employee of the College and thereby
violated Rule 45 (i)(ii)(iii) and 45(5)(iii) of the University Non-
Teaching Employees Rules 2013.

IMPUTATION ARTICLE-VII

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Sr. PA to the Principal Atma Ram Sanatan Dharma College had committed a serious misconduct in that she was found clicking pictures of official documents (attendance

register) on 30.06.2022. SO (Admin) vide letter No. 137 dated 30.06.2022 informed the Principal that Smt. Aruna Kumar asked Mr. Devinder (Office Staff) to get the photocopy of Attendance Register-1. When SO (Admin) refused to do so, Smt. Aruna Kumar aggressively entered in his cabin and took the register for taking photo of the same. Further she took the snap shot of Attendance Register-1 in her mobile in front of the office staff. Thus Smt. Aruna Kumar failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated Rule 45 (i)(ii)(iii) and 45(5)(iii) of the University Non Teaching Employees Rules 2013.

IMPUTATION ARTICLE -VIII

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Sr. PA to the Principal Atma Ram Sanatan Dharma College had committed a serious misconduct in that as per report of the Office of the Director General of Audits (Central Expenditure) vide letter AMG-4/IR/4/18/4/ARSD/2012-13/2034 dated 18.05.2012 was irregularly appointed and served the college on following post: -

- (1) Jr. Assistant cum Typist on 23.11.2000.
- (2) Stenographer on 02.06.2005 without following due process laid down by the University of Delhi.
- (3) Sr. PA to the Principal on 23.08.2005.

The above appointment was irregular for following reasons: -

- (1) Smt. Aruna Kumar did not possess the experience of service in the cadre of Stenographer or Personal Assistant for a minimum period of 05 years. She was appointed on temporary adhoc basis.

(2) As per University's direction, Dy. Registrar/Assistant Registrar of the University who have experience in the field of stenography in the College was to be invited to hold the test for Sr. PA. However, the selection committee appointed Smt. Aruna Kumar on the basis of report dated 02.08.2005 showing the result of shorthand and typing by one Shri Madan Lal whose credential about his designation are not mentioned.

(3) The appointment of Smt. Aruna Kumar, Stenographer was irregular as no written test/ interview was held since there was no sanctioned post of Stenographer in the college.

Thus Smt. Aruna Kumar failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated Rule 45 (i)(ii)(iii) and 45(5)(iii) of the University Non Teaching Employees Rules 2013.

IMPUTATION ARTICLE-IX

Smt. Aruna Kumar, Sr. PA to Principal Atma Ram Sanatan Dharma College while functioning as Sr. PA to the Principal Atma Ram Sanatan Dharma College had committed a serious misconduct in that in response to a sexual harassment complaint made by Smt. Aruna Kumar against then OSD Dr. Sandeep Kumar Sharma, a Fact Finding Committee was constituted by the Chairman, Governing Body through its meeting held on 15.04.2013 under the direction of Professor Smt. Bharti Baweja, Member Secretary, Women's Studies and Development Centre, University of Delhi. The said Fact Finding Committee submitted its report to the Chairman, Governing Body on 09.07.2013 by Professor Ms. Neeta Sehgal, Chairperson, Fact Finding Committee. In the report it was informed that Smt. Aruna

Kumar did not come up for any discussion with the Members of the Committee despite repeated request made vide letter dated 01.05.2013, 02.05.2013 & 08.05.2013. She failed to appear before the Fact Finding Committee even once. Thus, Smt. Aruna Kumar failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated Rule 45 (i)(ii)(iii) and 45(5)(iii) of the University Non-Teaching Employees Rules 2013.

IMPUTATION ARTICLE-X

Smt. Aruna Kumar, Sr. P.A. to Principal, Atma Ram Sanatan Dharm College while functioning as Sr. PA to the Principal, ARSD College during the period 2022 committed a serious misconduct in that as per requirement of the post she was required to attend the direction attached to the post after marking attendance in the Attendance Register on all working days. Instead, she on various i.e. (14) occasion/days had left the working place without any information/permission of the Competent Authority after making attendance in the attendance Register. To be specific she on following dates left the work place after marking attendance without intimation/permission of the Competent Authority:

08.06.2022, 13.06.2022, 14.06.2022, 15.06.2022, 16.06.2022, 24.06.2022, 27.06.2022, 28.06.2022, 29.06.2022, 11.07.2022, 29.07.2022, 01.08.2022, 02.08.2022 and 03.08.2022 (14 occasion)

Instead of devoting time on assigned work to her, Mrs. Aruna Kumar's conduct has been subversive of the institutional discipline. Thus, Smt. Aruna Kumar, failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the college and thereby violated Rule 45 (iii) of the University Non-Teaching Employees Rule 2013.

IMPUTATION ARTICLE-XI

Smt. Aruna Kumar, Sr. P.A. to Principal, ARSD College while functioning as Sr. PA to the Principal, ARSD College during the period 2011 to 2022 and while functioning in the aforesaid office had been found to be a habitual offender. She on various occasions had raised false and baseless allegations against the Principal, ARSD College. She had alleged continued harassment at work place. To find out the charges/allegations an enquiry/complaint Committee was formed. She despite providing various opportunities to appear before the Committee failed to appear even once. The allegations leveled against the Principal were found to be absolutely untrue by the Complaint Committee of the College. Thus, the said Smt. Aruna Kumar, Sr. PA to Principal, ARSD College failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated the Provisions of Rule 45 (i) (ii) (iii) and Rule 45 (5) (iii) of the University Non-Teaching Employees Rule 2013.

IMPUTATION ARTICLE-XII

Smt. Aruna Kumar, Sr. P.A. to Principal, ARSD College while functioning as Sr. PA to the Principal, ARSD College during the period 2011 to 2022 and while functioning in the aforesaid office had been found to be offender. The competent authority, vide office order Ref. No. 164 dated 04.08.2022, in exercising the powers conferred under Rule 62(1)(a) of the University Non-Teaching employees (Terms and Conditions of services) Rule 2013, placed Smt. Aruna Kumar under suspension. As per the said office order she was required to report to the Administrative Officer of the

College once in a month. The Administrative Officer of the College informed the Principal vide letter Ref. No.-4771 dated 27.09.2022 that Smt. Aruna Kumar appeared before him for the first time since her suspension on 23.09.2022. Smt. Aruna Kumar did not report within the prescribed time period as per the direction of the said Office Order. Thus, the said Smt. Aruna Kumar, Sr. PA to Principal, ARSD College failed to maintain devotion to duty and acted in a manner unbecoming of an employee of the College and thereby violated the Provisions of Rule 45 (i) (ii) (iii) and Rule 45 (5) (iii) of the University Non-Teaching Employees Rule 2013.