

# UNIVERSITY OF GUJRAT

## OFFICE OF THE REGISTRAR

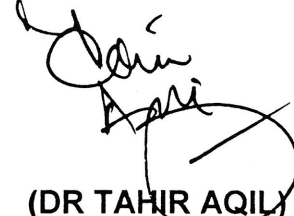
\*\*\*\*\*

No. UOG/REG/AR-I/20/30/757

Dated: November 28<sup>th</sup>, 2016

### NOTIFICATION

In exercise of powers vested under Section 22 of UOG Act IX of 2004, the Competent Authority (the Syndicate) vide decision of Agenda Item No. 09 of its 30<sup>th</sup> Meeting held on October 14<sup>th</sup>, 2016; is pleased to approve the adoption and implementation of HEC's Plagiarism Policy in University of Gujrat, intimated vide HEC's letter No. G-P/QAD/HEC/2016/783 dated 22-09-2016.

  
(DR TAHIR AQIL)  
REGISTRAR

#### No. & Date Even:

Copy for information and necessary action to:

- 1) All Deans / Chairpersons / HoDs / Principals / Directors of Sub-Campuses, UoG
- 2) The Controller of Examinations, University of Gujrat
- 3) The Treasurer, University of Gujrat
- 4) The Director, ORIC, University of Gujrat
- 5) The Director, QEC, University of Gujrat
- 6) The Director, DAC, University of Gujrat
- 7) The Director, IT Services, University of Gujrat
- 8) The Director, Student Services Centre, University of Gujrat
- 9) Deputy Registrar (E-II), University of Gujrat
- 10) Resident Auditor, University of Gujrat
- 11) PSO to the Vice Chancellor, University of Gujrat
- 12) Syndicate File(UOG/REG/AR-I/20)
- 13) Archive File

  
Admin Officer (E-I)



# HIGHER EDUCATION COMMISSION

H-9, Islamabad (Pakistan) Phone: (051) 90802750, Fax: (051) 90802753  
E-mail: [ismail@hec.gov.pk](mailto:ismail@hec.gov.pk)

**Muhammad Ismail**  
Consultant (Quality Assurance Division)

Ref: G-P/QAD/HEC/2016/783  
Date: September 22, 2016

Registrar Office UOG
File No. <b>CE3</b>
Dy No. <b>17354</b>
Date <b>29/09/16</b>
Time <b>06:00</b>
Sign <b>Sayed</b>

Subject: Implementation of Plagiarism Policy

Dear Madam/Sir,

Higher Education Commission, Islamabad is entrusted by the Government of Pakistan to develop different Quality Assurance Criteria & Guidelines and ensure their proper implementation for raising quality of the graduates produced by the Universities and attaining compatibility of the qualifications with international standards. Plagiarism Policy is one of such initiatives which was developed and circulated in 2007 for implementation in the Universities through Statutory Bodies for eradicating plagiarism menace and developing quality research culture.

It has been observed that at times policy guidelines and the plagiarism procedures are not followed by the Universities for investigating complaints which are forwarded to them by the HEC or other stakeholders from time to time. Adherence to the plagiarism policy is expected to assure transparency, fairness and supporting Merit in the Higher Education Sector. Therefore, the Universities are expected to investigate the plagiarism reports through their Plagiarism Standing Committee (PSC) and take actions as per the recommendations of the PSCs.

Moreover, in case of non-adherence of plagiarism policy, the authors and relevant institutions are blacklisted through HEC PSC. Blacklisted faculty members are not entitled for Travel Grant, Research Grant, HEC approved Supervisor, Best teacher award etc. for the period mentioned.

Keeping above in view, following documents may be circulated among all stakeholders, and responsibilities of Universities mentioned in the Policy be fulfilled in letter and spirit.

1. Plagiarism Policy
2. Little Book of Plagiarism
3. SOPs for dealing with Plagiarism Cases
4. SOPs for Appeals
5. Turnitin Guidelines for Administrators, Instructors and Students
6. Checklist for Plagiarism Cases

This is issued with the approval of the competent authority.

**Muhammad Ismail**

✓ All the Vice Chancellors/Rectors  
Public and Private Sector Universities in Pakistan

Cc:

1. E.S to Chairman, Higher Education Commission, H-9, Islamabad
2. E.S to Executive Director, Higher Education Commission, H-9, Islamabad
3. Higher Education Departments of all provinces.
4. Regional Centres of HEC at Lahore, Peshawar, Quetta, Karachi.
5. Office Copy

VCQAD
Dy No. <b>28/09/16</b>
Date <b>28/09/16</b>
Time
Signature

Included in Agenda.

To be adopted (Place in the  
Sundarati) & circulated.

AR (Nepthugs/E-I)

29/9/16.