

UNIVERSITY OF JAMMU

CIRCULAR

This is for the urgent information of all the HoDs/Rectors/Directors/Controlling Officers to submit the following information of all the employees working under their control to the undersigned through e-mail on or before 24th February, 2023 positively.

Further, salary for the month of March 2023 shall not be released in case of such employees who are not registered on CPIS and HRMS.

e-mail: registrarjammuuniversity@gmail.com

Employee No.	Name	Designation	Mob. No.	CPIS ID *	PAN No.

Nasrothia
22/2/2023
REGISTRAR

* CPIS ID number is to be filled for employees whose CPIS ID has been generated; and in respect of employees who have still not registered on CPIS, the column may be left blank.

No: PA/REG/23/583-632

Date: 22-02-2023

Copy to:

1. Special Secretary to the Vice-Chancellor for kind information of the Hon'ble Vice-Chancellor please.
2. Dean Research Studies/ Dean Academic Affairs /Dean Planning & Development for information please.
3. Registrar/ Controller of Examinations/CDC/DDE/DIQA for information please.
4. All Rectors / Directors of the Offsite Campuses of the University
5. All Heads/Directors of the Teaching Departments of the University
6. Dean Students Welfare/Provosts (Boys/Girls Hostels)/Dean Students Placement/I/c Librarian (Dhanvantri Library)
7. I/c Administrator, General Zorawar Singh Auditorium
8. Joint Registrar (Finance)/ Joint Registrar (CDC)
9. I/c Computer Centre / I/c University Website/Coordinator Campuses
10. Programme Coordinator (NSS)
11. All Wardens of University Hostels
12. All Dy. Registrars/SE/EXEN/ I/c Media Cell / Manager Guest House
13. Medical Officer, University Health Centre
14. Chief Account Officer
15. All Assistant Registrars
16. Chief Security Officer
17. All Sections/Guard File
18. Manager Guest House
19. President, JUNTEU & JUNGEU
20. Guard File