

UNIVERSITY OF JAMMU

CIRCULAR

It is for the information of all concerned Controlling Officers that the meeting of the Screening Committee is scheduled to be held shortly, As such, all the Controlling Officers are requested to submit the APRs / Work and Conduct Reports of the officials who are due for their placement at 1st/2nd/3rd Step under the existing Three Tier Career Advancement Scheme within **one month** from the issuance of this circular so that the same can be placed before the forthcoming Screening Committee.

No: Estab/23/ 2644-2743

Dated: 07/05/2023

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/DQA 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)/ Joint Registrar (Examinations)
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, JUNTELI & JUNGEU
20. Guard File.

P. Anshu
REGISTRAR

P. Anshu