

UNIVERSITY OF JAMMU

CIRCULAR

All the Rectors/Directors/HODs/Officers of University Main Campus/Offsite Campuses are requested to direct all the Non-teaching/Non-gazetted Employees working under their control to provide their personal/family details as per Annexure-I (copy enclosed) for the generation of Bar Code of the health Card for the issuance of Health-I Card for the utilization of medical services of the Health Centre, University of Jammu within 10 days to the Establishment/NTW Section enabling this office to transmit the requisite information to the concerned quarters.

Asst. Registrar
REGISTRAR
Dr. M. Singh

No: Estab/23/ 2456-2555

Dated: 08/05/2023

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/DCE/DDE/DIOA 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. Provoosts (Boys/Girls Hostels)/Dean Students Placement/I/c Librarian (Dharmavatri 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/Programme Coordinator (NSS)
10. All Wardens of University Hostels
11. SE/XEN/ I/c Media Cell / Manager Guest House
12. All Dy. Registrars/Assistant Registrars
13. Chief Accounts Officer
14. Medical Officer, University Health Centre
15. President/General Secretary, JUTA/JUOWA/JUNGEU
16. Organizing Secretary, JUNTEU
17. Chief Security Officer
18. All Sections
19. Guard File

ANNEXURE - I

S. No.	Name of the Employees and his/her family members	Date of Birth	Relation with Employees	Occupation

Rajeev

Signature of the University Employee

Place: _____
 Dated: _____