

UNIVERSITY OF JAMMU

CIRCULAR

MOST URGENT

In continuation to earlier Circulars issued vide No. Estab/2023/5106-5205 dated 01.06.2023, Estab/23/7447-7548 dated 21.06.2023 and Estab./23/8337-8436 dated 04.07.2023, it is for the information of all permanent Faculty Members/Officers/Non-teaching and Non-Gazetted employees of the Main Campus / Offsite Campuses / Directorates / Departments/ Institutes must provide the requisite information in the below mentioned **Google Forms link** positively within the **05 days** so that the **Employees Information System under Samarth** be made fully functional in the University of Jammu. **In case of any query regarding Samarth, kindly contact Dr. Guneet Singh Sudan, Incharge E-Governance Initiative Cell (Mobile No. 9419209899).**

<http://forms.gle/az47GgwuDtNs2AL2A>

For any query related to Google forms please contact Ms. Jaswinder Kour Services & Development Engineer (Mobile No. 7006739058).

As the matter of registration of Employees on Samarth Portal is of urgent nature. Hence, all the Faculty members, Officers and Employees are now once again requested to update their details on the above-mentioned Google Forms link latest by 16.07.2023

Further, all the Controlling Officers/Rector/Directors/HODs of the University are requested to ensure that all the employees working under his/her jurisdiction has submitted the requisite information in the above mentioned google forms link latest by 16.07.2023 as the **Hon'ble Vice-Chancellor is going to interact with all the HODs of the University on 17.07.2023 regarding pending issues and the same information is required to be furnished on or before the date of interaction meeting.**

It is once again reiterated that the salary for the month of July, 2023 in favour of those Faculty members, Officers and Employees who have not furnished the details in the google forms link latest by 16.07.2023 shall be withheld.

Note:- Those Faculty members, Officers and Employees who have already furnished their requisite information in the Google Forms need not to fill it again.

Nasir
REGISTRAR
✓

No: Estab/23/8957-9056
Dated: 12-07-2023
Copy to :-

1. Special Secretary to the Vice Chancellor, JU for the kind information of the worthy Vice Chancellor please
2. Sr. P.A. to the Dean Academic Affairs/Dean Research Studies
3. Sr. P.A. to the Registrar/Controller of Examinations
4. Director, DDE/CDC/DLL/DIQA/Physical Education/HRDC/ Centre for Studies in Museology & Sheikh Noor-ud-Din-Noorani Museum of Heritage/DSRS/ Centre for History of Culture of Jammu & Ladakh Region/ SHTM/ ICCCR&HRM/School of Visual and Performing Arts, Design and Architecture/Centre for Women's Studies/ Centre for IT Enabled services & ManaGement
5. Dean Student Welfare/Provost (Boy's/Girl's Hostel)/Dean Student Placement
6. All Rectors/Directors, Offsite Campuses
7. All Heads of the Teaching Departments of the University
8. I/C Librarian, Dhanvantri Library
9. I/c General Zorawar Singh Auditorium
10. I/c Director, Computer Centre
11. Programme Coordinator, NSS
12. Chief/Deputy Proctor of the University
13. Medical Officer, UHC
14. All Wardens of University Hostels
15. All Joint/Deputy /Assistant Registrars
16. Executive Engineer, UWD
17. Manager Guest House
18. President, JUTA/JUOWA/JUNTEU/JUNGEU
19. Security Officer
20. All Sections
21. Guard File