UNIVERSITY OF JAMMU

CIRCULAR

It is circulated for the information of all the HODs/Deans/Rectors/Directors of all the Teaching Departments/Offsite Campuses that in the event of their proceeding on leave, they shall inform the faculty member in advance to whom the charge of HOD/Dean/Rector/Director is to be given, during the said leave period and apply for leave to the Competent Authority accordingly.

No: Adm/TW/2021/ \$278-\$327

Dated: 09/11/2021

REGISTRAR POSTONEL

Copy to:-

- 1. Spl. Secretary to the Vice-Chancellor, University of Jammu for the kind information of the Worthy Vice-Chancellor, please.
- 2. Dean Academic Affairs/Dean Research Studies/Students Welfare/ Provost (Hostels).
- 3. Sr. P.A to the Registrar/Controller of Examination/Joint Registrar (Fin).
- 4. All Rectors/Directors/Project Directors of the University.
- 6. All Heads of the Teaching Departments of the University.
- 7. Programme Coordinator, NSS.
- 8. I/C Dhanvantri Library.
- 9. All Wardens of the University Hostels.
- 10. I/c University Website.