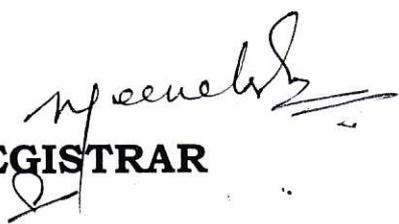


UNIVERSITY OF JAMMU

CIRCULAR

It has been observed that whenever a function/event is organized in the University, several Guests/VIPs/VVIPs from outside are invited by the organizing Departments/Directorates of the University without prior information to the Vice-Chancellor Secretariat. It is, as such, for the information of all concerned that the prior information or wherever applicable, prior permission of the Vice-Chancellor be obtained for organizing any function/event in the department and inviting any such Guests/VIPs/VVIPs for any function/event facilitating smooth conduct of such functions as well as the smooth working of the University.

Further, it has also been desired that the Landscaping Unit & the Sanitation Wing be informed at least three days prior to the holding of any such function/event as per the circular already issued in the matter.


REGISTRAR

No: Estab/19/ 953-1052
Dated: 23-04-19
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/ DRSR/ Centre for History of Culture of Jammu & Ladakh Region/SHTM/ ICCR&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. Convener, Website Monitoring & Updation Committee for uploading on the University website
9. I/C Librarian, Dhanvantri Library
10. I/c Administrator, General Zorawar Singh Auditorium
11. I/c Director, Computer Centre
12. Programme Coordinator, NSS
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. Security Officer
19. All Sections
20. Guard File