



University of Jammu

CIRCULAR

Subject: Biometric attendance in the University

The Director, Centre for IT Enabled Services and Management, University of Jammu is hereby authorized to make necessary arrangements for installation of Biometric Machines within the University Campus and to prepare the schedule for integration/ enrollment of all the employees of the University on the Central Database of the Biometric server.

Passotia
REGISTRAR

No: Estab/23/ 3069 - 3167
Dated: 16-05-2023

Copy to:

1. Special Secretary to the Vice-Chancellor for kind information of the Hon'ble Vice- Chancellor.
2. Dean Research Studies /Dean Academic Affairs/Dean Planning & Development for information.
3. Registrar/ Controller of Examination/ Director, CDC/ Director, DDE/ Director, DIQA for information.
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/ Provost (Boys/ Girls Hostels)/ Dean Student Placement/ I/c Librarian (Dhanvantri Library)/ President JUTA
7. I/c Administrator, GZSAC/ Joint Registrar (Finance)/ Joint Registrar (CDC)
8. I/c Computer Centre/ Director, Centre for ITES & MGT/ I/c University Website (for uploading the same on the University Website) / Coordinator Campuses
9. Programme Coordinator, NSS
10. All Wardens of the University Hostels
11. All Deputy Registrar/ President, JUOWA / SE/ XEN, UWD/ I/c Media Cell/ Manager Guest House/ Arboriculturist
12. Medical Officer, UHC
13. Chief Accounts Officer
14. Chief Security Officer,
15. President JUNTEU/ JUNGEU
16. All Sections
17. Guard file