## **UNIVERSITY OF JAMMU**

## **CIRCULAR**

It is circulated for the information of all the concerned that the University has empanelled M/s Balmer Lawrie & Company Limited (BLCL), New Delhi as the official travel agency.

Mr. Avhinandan Khajuria, Assistant Registrar (Contact No: 94691-34594 & e-mail: <a href="mailto:arestabju@gmail.com">arestabju@gmail.com</a>) has been nominated as Nodal Officer for the purpose. All are requested to get their bookings done through him, after obtaining the prior approval of the competent authority.

REGISTRAR 3..10.23

No. Estab./23/17355-454 Dated: 30-10-2023

## 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. Sr. P.A. to the Registrar/Controller of Examinations/DCD/DDE/DIQA 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
- Dean Students Welfare/Provost (Boys/Girls Hostel)/Dean Students Placement/I/c (Dhanvantri Library)/ Dean Planning/Chief Proctor.
- 7. I/c Administrator, General Zorawar Singh Auditorium
- 8. Joint Registrar (Finance/CDC)
- 9. I/c Computer Centre/I/c University Website/Coordinator Campuses
- 10. Programme Coordinator (NSS)
- 11. All Wardens of University Hostels
- 12. Dr. Ginny Dogra, Dy. Director & Mr. Avhinandan Khajuria, Assistant Registrar (Nodal Officers)
- 13. All Deputy Registrars/Assistant Registrars
- 14. Chief Accounts Officer
- 15. SE/XEN/I/c Media Cell
- 16. Medical Officer, University Health Centre
- 17. Chief Security Officer
- 18. Manager, Guest House
- 19. President, JUTA/JUNTEU/JUNGEU/JUOWA
- 20. All Sections
- 21. All concerned