



Centre for IT Enabled Services & Management
UNIVERSITY OF JAMMU, Jammu-180006
(NAAC Accredited A++ University)


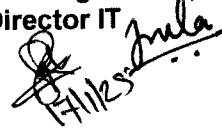
Ref No. CIT/JU/2025/199-300
Dated: 17.01.2025

CIRCULAR

This is for the information of all the permanent teaching faculty, officers, and non-teaching employees working in the University of Jammu that the Centre for IT Enabled Services and Management (CITESM) is launching and implementing IT Service Desk Management System and Core Communication System in the University of Jammu. Henceforth, all official communications including ERP within the university campus will be conducted only through an email address bearing the Jammu University domain name. **(Example: abc@jammuuniversity.ac.in)**.

In this regard, all the employees are requested to fill in the Google form by **31/01/2025** (click on the link: <https://forms.gle/K2qowtNdSD9sCeDV8>), so that the Centre for IT Enabled Services and Management (CITESM) can create respective official email accounts for the smooth functioning of the official communication in the University of Jammu.

All the emails once created will be notified for the information of all by **5th February 2025**.


(Dr. Guneet Singh Sudan) 17.01.25
Director IT

17/1/25

Copy to:

1. Special Secretary to the Vice Chancellor, University of Jammu
2. Sr. P.A. to the Dean Academic Affairs/ Dean Research Studies
3. Sr. P.A. to the Registrar/Controller of Examinations
4. Director, CDC/DDE/DIQA/CITESM/DLL/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. Programmer Coordinator, NSS
12. All Joint/Deputy/Assistant Registrars
13. All Wardens of the University Hostels
14. Executive Engineer, UWD
15. Manager Guest House
16. Medical Officer, UHC
17. President Teaching Association
18. President Non-Teaching Association
19. President Non-Gazetted Association
20. File for Records.