



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

CIRCULAR

This is for the information of all the concerned that Centre for IT Enabled Services & Management (CITES&M), University of Jammu has successfully whitelisted the official domain jammuuniversity.ac.in for better efficiency and facilitation.. Accordingly, GeM Secondary user accounts can now be created using the official domain jammuuniversity.ac.in within a day.

In this regard, all employees are required to complete the following steps:

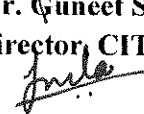
Step I: All the employees are requested to fill two (02) forms viz. Application Form for Creation of GeM email ID on jammuuniversity.ac.in domain and Application Form for Creation of GeM A/C. The said forms can be downloaded from Jammu University website under downloads tab i.e. www.jammuuniversity.ac.in/downloads or can be collected from the office of CITES&M.

Step II: Submit both the forms duly filled and signed along with the NOTE for Approval for Creation of Secondary GeM A/C through proper channel to Primary GeM account Holder/ Registrar, University of Jammu for further necessary action.

These steps should be followed for timely creation of Secondary GeM account.

Ref No. CIT/JU/2025/2268-2367

Dated: 11-11-2025


(Dr. Guneet Singh Sudan)
Director, CITES&M


Copy to:

1. Special Secretary to Hon'ble Vice Chancellor, University of Jammu for information.
2. Sr. P.A. to the Dean Academic Affairs/ Dean Research Studies
3. Sr. P.A. to the Registrar/Controller of Examinations
4. Director, CD&OE/ DIQA/ CITES&M/ DLL/Physical Education/ HRDC/ CDC/ Centre for Studies in Muscology & Sheikh Noor-ud-Din Noorani Museum of Heritage/DSRS/Centre for History of Culture of Jammu & Ladakh Region/SITM/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. Administrator, General Zorawar Singh Auditorium Complex
9. I/C Librarian, Dhauvantri Library
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