

UNIVERSITY OF JAMMU

CIRCULAR

In continuation to this office circular bearing No. Estab/17/14607-19 dated 10.11.2017 wherein all the Controlling Officers were impressed upon to relieve the incumbents, who are under transfer without waiting for the reliever within two days positively and after two days from the issuance of the said circular, the concerned official shall be deemed to be relieved and report to his/her place of posting/adjustment and the onus of the handing/taking over of the charge shall lie with the concerned Controlling Officers/Branch Officers.

But, it has been observed that some of the officials who are under transfer have not joined their new place of posting/adjustment inspite of the direction/order/circular/s issued by the Registry from time to time, as such, it is again impressed upon that the concerned officials shall report to his/her place of posting/adjustment **with immediate effect**, without their reliever.

However, those officials who are handling Accounts/Cash and Cash Books in the department shall move to their new place of posting/adjustment on **1st April, 2018** i.e. after closing of the financial year.


REGISTRAR

No: Estab/18/22943 - 23043

Dated: 13/3/18

Copy to :-

1. Special Secretary to the Vice Chancellor, University of Jammu 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/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. Convener, Website Monitoring and Updation Committee
10. Administrator, General Zorawar Singh Auditorium
11. I/c Director, Computer Centre
12. Sr. P. A. to the Joint Registrar (Finance)
13. Programme Coordinator, NSS
14. All Wardens of University Hostels
15. All Joint/Deputy /Assistant Registrars
16. Executive Engineer, UWD
17. Manager Guest House
18. Medical Officer, UHC
19. President, JUOWA/JUNTEU/JUNGEU
20. Security Officer
21. All Sections