



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

CIRCULAR

It is for the information of all the Teaching Employees & Officers of the University of Jammu that the Centre for IT Enabled Services & Management (CITES&M), University of Jammu, has successfully implemented the ERP (SAMARTH) system in the University with the aim of ensuring an effective, transparent, and anytime-anywhere accessible digital mechanism for employees of the Main Campus as well as Offsite Campuses of the University of Jammu.

In this regard, all concerned employees are requested to log in to their respective administrative **ERP (SAMARTH) accounts** (as Head of departments/Section Heads) through the University of Jammu website by clicking on the **Leave Management System tab** at <https://www.jammuuniversity.ac.in/>. The required login details, including the Username and the registered email ID associated with the admin accounts are enclosed as Annexure-I.

In case of any discrepancy, difficulty, or query while accessing the ERP (SAMARTH) system, the concerned employees may contact the Centre by sending an email at officeofdirectorit@jammuuniversity.ac.in for necessary assistance.

Kindly note that from **01/02/2026** all ERP admin accounts will be operative only with your [jammuuniversity.ac.in](https://www.jammuuniversity.ac.in) domain by. In case the email ID under [jammuuniversity.ac.in](https://www.jammuuniversity.ac.in) domain has not been activated at your end, kindly contact the Centre for IT Enabled Services & Management for reactivation.

Ref No. CIT/JU/2026/472-571

Dated: 07-01-26


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



Copy to:

1. Special Secretary to the Vice Chancellor, University of Jammu for the information of the Hon'ble Vice Chancellor.
2. Sr. P.A. to the Dean Academic Affairs/ Dean Research Studies/Dean Planning & Development.
3. Sr. P.A. to the Registrar/Controller of Examinations/Finance Officer
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
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

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ANNEUXRE-I

LIST OF ADMINISTRATIVE ACCOUNTS (OFFICERS)

S.No.	Employee Details	ERP Admin Login (Username)	Email IDs (Mapped with Admin ERP accounts)
1.	Umesh Rai (O-1)	vice.chancellor.ju	vcju@jammuuniversity.ac.in
2.	Neeraj Sharma (O-123)	registrar	registrarjammuuniversity@gmail.com
3.	Sanjeev Mahajan (O-59)	controller.examination	cqe.ju@jammuuniversity.ac.in
4.	Jatinder Khajuria (O-119)	finance.officer	jrfinanceju@gmail.com
5.	Guneet Singh Sudan (O-161)	director.citesm	directorit@jammuuniversity.ac.in
6.	Ginny Dogra (O-145)	director.diga	iqacapi@gmail.com
7.	Ginny Dogra (O-145)	Incharge.recruitment	ginnydogra@gmail.com
8.	Dr. Dharminder Mangotra (O-118)	inchargedirector.cdc	directorcdc@jammuuniversity.ac.in
9.	Vikram Singh Sahi (O-52)	incharge.library	dhanvantrilibraryju@jammuuniversity.ac.in
10.	Rainoo Bhai (O-149)	jr.teachingwing	teachingwing@jammuuniversity.ac.in
11.	Rahila Parveen (O-900)	cao.ju	cpaoju2021@gmail.com
12.	Avhinandan Khajuria (O-265)	ar.establishment	ar.estab@jammuuniversity.ac.in
13.	Bharat Bhushan (O-216)	cmo.ju	bhooshan40@gmail.com

LIST OF ADMINISTRATIVE ACCOUNTS (TEACHING)

S.No.	Employee Details	ERP Admin Login (Username)	Email IDs (Mapped with Admin ERP accounts)
1.	Neelu Rohmetra (T-376)	dean.researchstudies	deanresearchstudies@jammuuniversities.ac.in
2.	J.P Singh Joorel (T-466)	dean.academicaffair	joorel@rediffmail.com
3.	Anil Gupta (T-391)	hod.shtm	shtm.jammu@gmail.com
4.	Sangita Gupta (T-44)	hod.library	headlisju@gmail.com
5.	ArunBharti (T-215)	hod.physics	hodphysicsju@gmail.com
6.	Susheel Sharma (T-224)	hod.electronics	hodelectronicsju@gmail.com
7.	Shohab Inayat Malik (T-89)	hod.urdu	hodurdu@jammuuniversity.ac.in
8.	A.S Jasrotia (T-164)	hod.remote_sensing	deptsgisju@gmail.com
9.	Sucheta Pathania (T-285)	hod.punjabi	suchetapathania@yahoo.co.in
10.	Rajni Bala (T-12)	hod.hindi	hindidepttju@gmail.com
11.	Haq Nawaz Sheikh (T-139)	hod.chemistry	hnsheikh@rediffmail.com
12.	Sangita Gupta (T-44)	hod.psychology	psychologyoffice2022@gmail.com
13.	Vishav Raksha (T-304)	hod.sociology	headdepartmentofsociology@gmail.com
14.	Mohd. Reyaz Ahmad (T-91)	hod.buddhist_studies	mohdreyazahmad@jammuuniversity.ac.in


07/11/26

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15.	Sarika Manhas (T-423)	hod.home_science	sarikamanhas@gmail.com
16.	Piyush Malaviya (T-250)	hod.environmental_sciences	headenvju@gmail.com
17.	Suman Jamwal (T-31)	hod.history	history007ju@gmail.com
18.	Susheel Verma (T-591)	hod.botany	hodbotany@jammuuniversity.ac.in
19.	Ram Bahadur (T-71)	hod.sanskrit	rambshukla@yahoo.co.in
20.	Md Sarfaraz Asgher (T-100)	hod.geography	hodgeography@jammuuniversity.ac.in
21.	Rajee Rattan (T-315)	hod.education	rajeevrattansharma@gmail.com
22.	Garima Gupta (T-527)	hod.journalism	journalism21ju@gmail.com
23.	Jasbir Singh (T-302)	hod.philosophy	hodphilosju@gmail.com
24.	Romesh Kumar (T-185)	hod.mathematics	hodmaths2020@gmail.com
25.	Sunita Devi (T-470)	hod.eco	sunitaparshotam2013@gmail.com
26.	Baljit Singh Mann (T-413)	hod.political_science	hodpoliticalscience@jammuuniversity.ac.in
27.	Parmil Kumar (T-474)	hod.statistics	hodstatisticsju@gmail.com
28.	Sucheta Pathania (T-285)	hod.dogri	pgddogrijammuuniversity@gmail.com
29.	Ravinder Singh (T-287)	hod.english	ravindersju@gmail.com
30.	Vibhakar Mansotra (T-228)	hod.cscit	vibhakar20@yahoo.co.in
31.	Seema Langer (T-244)	hod.zoology	hodzooluniversityofjammu@gmail.com
32.	Jeevan Jyoti (T-459)	hod.commerce	jyotigupta64@rediffmail.com
33.	Manju Jamwal (T-342)	hod.law	jamwal.manju@hotmail.com
34.	Meena Sharma (T-134)	hod.geology	mlakhanpal89@rediffmail.com
35.	Arvind Jasrotia (T-339)	rector.kathuacampus	kathuacampus.ju@jammuuniversity.ac.in
36.	Rahul Gupta (T-465)	rector.bhaderwahcampus	bcjucampus@rediffmail.com
37.	P.K Srivastava (T-165)	director.cdoo	drdistanceed@jammuuniversity.ac.in
38.	Priyanka - Sharma (T-651)	director.dil	diljammu@gmail.com
39.	Suman Jamwal (T-31)	director.chcjl	sumanj97@gmail.com
40.	Poonam Choudhary (T-32)	director.museology	poonamchaudharyju@gmail.com
41.	Daud Iqbal Baba (T-395)	director.sports	dauoodiqbal@gmail.com
42.	Virendar Koundal (T-468)	director.strategic_studies	directordsrs@gmail.com
43.	Hardeep Kaur Chahal (T-266)	director.lcccr	officeicccrandhrm@gmail.com
44.	Sanjana Kaul (T-119)	director.biotechnology	directorsbtju@gmail.com
45.	Seema Rohmetra (T-457)	director.tls	directortlsju@gmail.com
46.	Vinay Chauhan (T-388)	director.businessschool	directortbs@jammuuniversity.ac.in


(Dr. Guneet Singh Sudan) 07.1.26
Director, CITES&M