



राजस्थानविश्वविद्यालय, जयपुर

जवाहरलालनेहरू मार्ग, जयपुर-302004

Website www.uniraj.ac.in

No:- I.T. Cell/05/1112/1116

Date:-07/10/2025

Office Order for e-filing training

A training session has been scheduled on dated 09-10-2025 by I.T. Cell, University of Rajasthan for training of following officials for learning the working on e-filing system –

A - All the following 9 members of Project Monitoring Unit –

S.No.	Name of official	Designation	Role in P.M.U.
1.	Sh. Vasudev	Dy. Director(I.T. Cell)	Nodal Officer for complete e-filling implementation at university
2.	Sh. Raj Kumar Jain	Dy. Registrar- Estt.-I	Nodal Officer for PMU
3.	Sh. Deepak Kumar	Asstt.Programmer(GAD)	Member
4.	Sh. Anand Singh Panwar	Asstt. Registrar	Member
5.	Sh. Suresh Kumar Sharma	Asstt. Registrar	Member
6.	Sh. Surendra Sharma	A.S.O.(Estt. I)	Member
7.	Sh. Ajeet Singh Devra	A.S.O.(Estt. -II)	Member
8.	Sh. Mahendra Sharma	A.S.O.(Estt. -II)	Member
9.	Sh. Mukesh Sharma	A.S.O.(Estt. -II)	Member

B – Officials of Academic First Section –

S.No.	Name	Designation
1.	Smt. Alka Balodiya	Asstt. Registrar
2.	Smt. Santosh Rathore	Section Officer
3.	Bhanwar Singh Panwar	Clerk Grade.-1
4.	Giriraj Gurjar	Clerk Grade.-1

Above training session shall be held at Syndicate Hall, Kulguru Secretariat at 3:00 pm on dated 09-10-2025. Attending the above training session is mandatory for all the above participants. Absent may attract disciplinary against the official concerned.

Sd-
(Vasudev)

Dy. Director, I.T. Cell
& Nodal Officer, e-filling
Date:-07/10/2025

No:- 1112-1132

Copy for information & n/a, please :-

1. PA to Hon'ble Kulguru, University of Rajasthan, Jaipur.
2. Registrar, University of Rajasthan, Jaipur.
3. Additional Registrar, University of Rajasthan, Jaipur.
- ✓ 4. Director, Infonet, University of Rajasthan, Jaipur – For uploading Office Order on website of the university and to ensure uninterrupted internet access during the training at Syndicate Hall at Kulguru Secretariat.
5. Dy. Registrar, GAD, University of Rajasthan, Jaipur - For providing Laptop of high configurations in working condition on dated 08-10-2025 and necessary arrangements of Snacks & Tea for around 20 persons.
6. Official Concerned, University of Rajasthan, Jaipur.
7. OIC – RajKaj, Department of Information Technology & Communication (DoIT&C), Govt. of Rajasthan, Jaipur.
8. Guard File.

Sd-
(Vasudev)

Dy. Director, I.T. Cell
& Nodal Officer, e-filling