

(A CENTRAL UNIVERSITY)

## डॉक्टर हरीसिंह गौर विश्वविद्यालय सागर (म.प्र.)

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Date: 22/05 / 2024

## OFFICE ORDER

It is notified for the information of all concerned that, as per the direction of the MoE vide its letter D.0.No.7-\* 09/2023-CU.Cdn dated September 11, 2023, the University has to develop a timeline for implementing all 44 modules of the Samarth portal and to ensure that the modules are being implemented in a timely manner.

As a part of the implementation of the modules,

- To track file (physical) movement in the university, the Samarth team has implemented the "File Tracking System.".
- . To process bills (paperless), the "Vendor Bill Tracking System." has been implemented by the Samarth team.
- The University IT Cell has configured the aforesaid modules and given four online trainings to all departments and sections.

It is to be informed that the modules have to be compulsory used by all the dep/sec/cell/centers etc. to track the files and bills.

By Order,

Copy to: For information and necessary action.

- Chief Warden of the University.
- 2. I/c Officer, IT-Cell.
- 3. P.S. to Hon'ble VC for information of Hon'ble VC.
- 4. Guard-File.
- 5. All dept. | Section / Cell / Centers.

(In charge I.T. Cell)

हाँ हरिसिंह गीर विश्वविद्यालय सागर म.प्र. Dr. Harisingh Gour Vishwavidyalaya Sagar (M.P.)