

# ALIGARH MUSLIM UNIVERSITY, ALIGARH

JOINT FINANCE OFFICER

D.No. 4975/SS



FINANCE & ACCOUNTS  
DEPARTMENT

Dated: 28/01/2025

## CIRCULAR

All Chairmen of the Departments of Studies,  
All Deans of the Faculties/DSW  
All Principals of Colleges/polytechnics, and Schools  
All Heads of Offices of the University  
All Heads of Centres/ Institutes/Units etc.

In reference to the minutes of the consultative meeting circulated vide D. No.477/VCO, dated 23.01.25 held on 15.01.2025, under the chairmanship of the Vice- Chancellor, regarding the implementation of the eGov suite of Samarth on the cloud platform. In this regard the following details are required, so that the same can be updated on the SAMARTH Portal accordingly.

In view of the above, the concerned head of the departments in the university are requested to provide the following information **latest by 05th February 2025** in the prescribed format for all the staff members working under them.

Name of the Department	Emp. ID.	Name of the Employee	Designation	Official Email ID	Personal Email ID	Mobile Number	Marital Status	Permanent/ Temporary/ Probation/ Daily wager

The link of google form to fill up the above said details through official email id of HoD only is as follows-

<https://forms.gle/BKScXafHPzEPVVM69>

However, the link of the form can also be access on web page of the Salary Section, AMU as well at [www.amu.ac.in](http://www.amu.ac.in).

A hard copy of the above desired information in excel format duly signed by the HOD should also be submitted to AFO (Salary).

Your prompt response will be highly appreciated.

*N. Lalami*  
JFO (Salary) 28.1.25