



Ref. No. 1-3/TSMUR/ERP/2026/34

Date: 20.04.2026

CIRCULAR

It is hereby informed to all Administrative and Academic Departments of the University that the ERP (Enterprise Resource Planning) system shall be used regularly and mandatorily for carrying out all official tasks and activities.

All concerned are directed to ensure strict compliance with this instruction to maintain efficiency, transparency, and proper record management across the University.

In case of any difficulty or technical issue while using the ERP system, the concerned person may contact Mr. Sahil at *7398872311* during working hours for necessary assistance.

This issues with the approval of the competent authority.

for
Rajeev Mishra

Dr. Rajeev Mishra
Registrar

Copy for information and necessary action to:

1. PS to Hon'ble Chancellor/ Hon'ble Pro-Chancellor
2. PS to Hon'ble Vice Chancellor
3. PS to Pro-Vice Chancellor
4. PS to Executive Director
5. Controller of Examinations
6. Dean Students Welfare
7. All Deans under TSMU
8. Chief Finance Officer
9. Director, Admissions
10. HR Office, TSMU
11. Head (IT Department)
12. Chief Librarian (Mr. Umesh Kumar Gaur)
13. Chief Warden
14. Transport In-charge
15. Website/ERP
16. CSO (Mr. Paresh Pandey)
17. Guard File