GBU/eSarkar/e-file/265/2025/0242/IT/85   Date: 24/04/2025

Office Order

Subject: Submission of a List of Subject Matters pertaining to respective Departments for New Sections to be created on E-Sarkar Portal

Ref: Email dated 29/03/2025 to all staff member to submit required data.

E-sarkar approval vide note no. GBU/eSarkar/e-file/265/2025/0242/IT dated 19/04/2025

All the staff members mainly who are initiators of E-sarkar proposal, were requested by IT department vide email dated 29/03/2025 to submit a data of subject matters through their HoDs in prescribed format.

It is felt that said data from all the Department is yet to be submitted and therefore creation of relevant subjects of respective departments is pending.

Hence, all the faculties and administrative staff members are hereby requested to submit the data (Submission Link: https://io.gbu.edu.in/esarkarSub) through their HoDs to IT department within 7 days from issuance of this office order.

Sd/-

Registrar

To,

- All Faculties
- All Administrative Staff (Dy. SOs, Head Clerks and OAs)

Copy to:

- All HoDs

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