

DIRECTORATE OF SCHOOL EDUCATION, JAMMU STATE OF JAMMU & KASHMIR

All Chief Education Officers

No: DSEJ/Acctts/15969-93 Dated: 04-07-2017

Subject: Final Verification of Employees Details on Education Management Information System, (EMIS)

The department of School Education has launched online Education Management Information System (EMIS) for the effective management of its human resources on December 30, 2016. The preliminary verification of the data has already been carried out by the respective DDOs upto February 2017.

In order to ensure accuracy of data, all the employees were asked to check their uploaded particulars through the online link provided to them on the official websites of Directorate of School Education, Jammu i.e. schedujammu.nic.in and also on jkeducation.gov.in by using their respective Employee Codes as User Id and Mobile Number, Bank Account Number/ PRAN number as Passwords. The employees had to check their data for any discrepancy in their uploaded information and had to report the same to their respective DDOs and accordingly DDOs have to get the data authenticated through their data entry operators/ computer personnels.

It is now impressed upon all the DDOs to expedite the pace of work and ensure timely completion of updating process with in weeks time.

Further All Principals of the Higher Secondary Schools are impressed upon for updating the staff strength of subject-wise Lecturers alongwith their subject-wise enrolment. For this a link has been provided as under:

Circulate this link to every DNO/ZNO

<http://103.48.51.235:8080/DOSE/Account/RecordSubjectWiseEnrollment.aspx>

This is in reference to the Circular issued by the Administrative Deptt. dated: 19-06-2016, which has already been floated through various social medias like e-mail, whatsapp, etc.

In this regard, all nodal officers of the district have also been informed to attend to the day-to-day queries of the employees facing problems in uploading data on the EMIS portal. A separate HELP LINE number for each district has also been provided for the convenience of the employees facing any problem in the uploading process.

All nodal officers of the districts who were associated with EMIS earlier are once again asked to get in touch with Mr. Love Sharma, who is Nodal officer from the Directorate to provide relevant technical assistance in this job

Once again, it is impressed upon all the Chief Education Officers to call an urgent meeting of the DDOs for timely completion of this task and upon completion a certificate of completion from each DDO is warranted.



Ravinder Singh
Director School Education
Jammu

Copy to the:

- 1. Secretary to School Education Department for favour of information**
- 2. Director, Planning & Statistics, School Education Deptt.**
- 3. Principal SIE, Jammu**
- 4. All DIET Principals.**

Annexure –A EMIS Helpline numbers of the Districts

S.No	District	Name of the Nodal Person	Contact number
1	Jammu	Anil Sharma	9906127187
2	Kathua	Surinder Singh Pathania	9419270189
3	Udhampur	Mohit Gupta	7503000359
4	Rajouri	Khursheed/	9419198108
5	Poonch	Anil Kumar	9622289501
6	Doda	Umer	8803251300
7	Ramban	Zakir Hussain	9797686345
8	Reasi	Sunil Singh	9419788868
9	Kishtwar	Touseef	9697598420
10	Samba	Vikas Raina	9018921235