Dated: 5ᵗʰ March 2019.

No: SMVDU/Adm/Estt./19/1661-63

NOTIFICATION

Sub : Implementation of ERP System at SMVD University.

Sanction of the Competent Authority is hereby conveyed regarding implimentation of ERP System by M/s. e-Smart Software Pvt. Ltd. as under;

➤ Head of the school or his/her nominee of each School shall depute one ERP coordinator who will coordinate as a link between the School and Dean (Academic Affairs) for smooth implementation of ERP w.r.t. all academic related matters.

➤ All matters relating to Establishment shall be dealt with between AR (Establishment) and the ERP enabler Moreover I/c Examination, Dean (Research & Development), Dean of Students (Welfare), Finance Officer, University Engineer, I/c Medical Centre, Faculty I/c Guest House, Training & Placement Officer, I/c Transport, Faculty I/c Central Library, Faculty I/c (Stores & Procurement) for their respective matters / issues may be dealt directly with the ERP enabler (i.e.) representative of M/s e-Smart Software Pvt. Ltd.

➤ The ERP Coordinator of respective Schools shall coordinate with Dean (Academic Affairs), Faculty I/c (Examination) & Dean (Research & Development).

➤ All aforementioned Head/Section Heads shall send their Programme review Reports to the Registrar, SMVDU latest by 1ˢᵗ Tuesday of every month based on which the ERP Committee meeting shall be held on 1ˢᵗ Friday of every month or next working day in case it is not a working day.

➤ All Heads shall send their nomination of respective-ERP Coordinator to the Registrar latest by **15-04-2019.**

➤ One station ERP Engineer/ Expert shall be posted in the University by M/S e-Smart Software Pvt. Ltd. in order to ensure smooth implementation of ERP in the University.

Registrar

Copy to:
1. All Deans/HoDs/Section Heads, for information and compliance of all employees.
2. PS to VC for the kind information of Hon'ble Vice Chancellor.
3. Faculty I/c Website for uploading the same on the University Website.
4. Office Order/Circular file.