



हेमवती नन्दन बहुगुणा गढ़वाल विश्वविद्यालय  
Hemvati Nandan Bahuguna Garhwal University  
श्रीनगर गढ़वाल (उत्तराखण्ड)-246174  
Srinagar Garhwal (Uttarakhand) - 246174  
(केन्द्रीय विश्वविद्यालय)  
(A Central University)

Ref: HNBGU/RO/2025/ 63

Date : 27 -02-2025

### OFFICE ORDER

This is for information to all Sections/Departments/Offices of the University that w.e.f. 1<sup>st</sup> March, 2025, all the files/documents will have to be mandatorily route through File Management & Tracking System (FMTS) of SAMARTH portal only. In case of any query/issue on the implementation of FMTS, kindly send mail to the SAMARTH ERP office-hnbgusamarthpmu@gmail.com

This is being issued with the approval of the Competent Authority.

  
Registrar

#### **Copy for information and necessary action to-**

1. All Deans/HoDs/Dean Students' Welfare/Chief Hostel Warden/Proctor/Librarian.
2. Campus Directors (Tehri/BGR/Birla Campus)/ Director, Chauras Campus/Director, IQAC/Sports/MMTTC
3. Finance Officer/Controller of Examinations.
4. All Deputy Registrar(s)/Assistant Registrar(s).
5. EE/EO/AEs/JEs.
6. All Section Officers/Incharge Heads.
7. I/c System Manager to kindly upload the same on the Univeristy Website.
8. PS to VC for kind information to Hon'ble Vice Chancellor.
9. Coordinator, SAMARTH ERP, HNBGU.
10. Office copy.

  
Registrar