No. AB/Estt/2025/ 1546   Dated 08 /08/2025

OFFICE ORDER

In order to enhance administrative efficiency and transparency, it is hereby notified for information of all concerned that the **File Tracking & Management System (FTMS)** module under **SAMARTH** shall be implemented in Maulana Azad National Institute of Technology Bhopal with effect from **11th August 2025**.

All files and official documents shall be processed exclusively through the FTMS module in the SAMARTH portal. Files processed through physical/manual mode will not be considered by the Competent Authority under any circumstances.

All employees of the institute are directed to strictly adhere to this order and ensure the seamless use of the digital system for all file movements and approvals. For any queries related to the FTMS module implementation, **Dr. Niiay Khare**, Dean (Research & Consultancy) may be contacted.

This is issued with approval of the Competent Authority.

To,
   All Employees of MANIT Bhopal

                                                                    Registrar

Copy to:
1. All Deans/HoDs/HoCs/Section Heads
2. All Deputy Registrars/Assistant Registrars
3. PIC (Institute Website) - for uploading on the institute website
4. PA to Registrar - for record please.
5. PA to Director- for kind information of Director.
6. Stock File

                                                                    Registrar
                                                                    08/8/2025