

Government of Jammu and Kashmir
Directorate of Sheep Husbandry Jammu

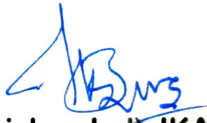
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No. DSHJ-ESTT0GAZ/7/2021/ 18151-18161

Dated: 14.01.2022

Copy of Circular No. Horti-Gen/21/2021(CC-34039) dated 14.01.2022 regarding "Submission of communications/files to Administrative Department through e-Office" issued by the Administrative Department, Horticulture forwarded for information and compliance to the: -

1. Deputy Director (Central/Feed & Fodder/Planning & Statistics), Sheep Husbandry Department, Jammu.
2. Accounts Officer, Sheep Husbandry Department, Jammu.
3. Store Officer, Sheep Husbandry Department, Jammu.
4. Technical Officer, Sheep Husbandry Department, Jammu.
5. Publicity Officer, Sheep Husbandry Department, Jammu.
6. Section Officer (Administration/Supplies), Sheep Husbandry Department, Jammu.
7. All concerned officials.
8. Incharge Website, Directorate of Sheep Husbandry Jammu.


(Krishan Lal) JKAS,
Director,
Sheep Husbandry Department,
Jammu.

14/01/22

Government of Jammu & Kashmir
Department of Horticulture
Civil Secretariat: Jammu

CIRCULAR

It has been observed that a number of communications and files are being received in the Administrative Departments in physical form (hardcopies).

While all the business in the Administrative Departments is being transacted through e-office, there is still a gap of complete shifting to e-office among the field agencies.

Against the above background it has been decided that the Administrative Department of Agriculture Production & Farmers Welfare, Horticulture, Animal & Sheep Husbandry and Fisheries will not entertain/acknowledge any communication/file in physical/paper form from January 24th, 2022.

Therefore, it is enjoined upon all the HODs of Agriculture Production & Farmers Welfare Department, Horticulture Department, Animal/Sheep Husbandry & Fisheries Department to submit all the communications/files to their concerned Administrative Departments in electronic form through e-office. The necessary digitization of files and the capacity building of concerned employees shall be completed by or before January 24th, 2022 with the support of Information Technology Department.

Sd/-

(Navin K. Choudhary), IAS
Principal Secretary to the Government

No. Horti-Genl/21/2021 (CC-34039)

Date: 14 .01.2021

Copy to the:-

1. Director General Horticulture, Kashmir.
2. Director Horticulture, Jammu.
3. Director Animal Husbandry Department, Jammu/Kashmir.
4. Director Sheep Husbandry Department, Kashmir/Jammu.
5. Director Sericulture Department, J&K
6. Managing Director, JKAIDC
7. Director Horticulture (P&M), J&K
8. Director Agriculture Production & Farmers Welfare, Jammu/ Kashmir
9. Director Fisheries, J&K
10. Managing Director, JKHPMC Ltd.
11. Notification file

..... for information and strict compliance

(Farooq Ahmad Wani)

Under Secretary to the Government
Horticulture Department