

Government of Jammu and Kashmir
Directorate of Sheep Husbandry Jammu

Rail Head Complex, Jammu-180004

Phone: 0191-2470075 Fax: 0191-2470754 Email ID: directorshdjammu@gmail.com

Subject: Instruction for employees bypassing proper channel for redressal of grievances - regarding.


CIRCULAR

This Directorate vide Circular issued under endorsement No. DSHJ/Esstt-NG/F-23/2021-22/2991-3022 dated 20.05.2021 has issued detailed instructions to all the officers/officials of Sheep Husbandry Department Jammu to route their correspondence through proper channel only for redressal of their grievances.

General Administration Department vide Circular No. 38-JK(GAD) of 2021 dated 20.09.2021 duly endorsed by this Directorate vide No. DSHJ/Esstt-NG/F-23/2021-22/9855-86 dated 20.09.2021 has also directed employees to desist from approaching higher offices and follow the prescribed procedure and approach the appropriate authorities for redressal of their genuine grievances.

Administrative Department vide communication No. ASHF-SHONGAZ/39/2021-03 dated 22.11.2022 has intimated that some employees of Sheep Husbandry Department Jammu are bypassing proper channels and approaching directly to higher offices for redressal of their grievances, which is in violation of Jammu & Kashmir Civil Services Conduct Rules, 1956 and has been viewed seriously by the authorities.

As such, all the employees of Sheep Husbandry Department Jammu are strictly warned not to approach higher offices directly for redressal of grievances pertaining to service matters and route their correspondence/grievance through proper channel only. Any violation of these instructions by any employee shall invite strict disciplinary action under rules.


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

Dated: 24.11.2022

No. DSHJ-ESTTONG/15/2022/10393-427

Copy to the: -

1. Joint Director (Extension/Farms), Sheep Husbandry Department Jammu.
2. All DDOs of Sheep Husbandry Department Jammu.
3. Incharge Website, Directorate of Sheep Husbandry Jammu.
4. All employees of Sheep Husbandry Department Jammu.

--- for information and strict compliance.

**GOVERNMENT OF JAMMU AND KASHMIR
GENERAL ADMINISTRATION DEPARTMENT
CIVIL SECRETARIAT, SRINAGAR**

Subject: Instruction for employees bypassing proper channel for redressal of grievances - reg.

**Circular No.38-JK(GAD) of 2021
Dated:20-09-2021**

It has been observed that some officers/officials working in various Government Departments of the Union territory of Jammu and Kashmir are bypassing proper channels and approaching higher offices viz. that of Hon'ble President's Secretariat, Hon'ble Prime Minister's Office, Hon'ble Lieutenant Governor's Secretariat and the Office of the Chief Secretary, for redressal of grievances pertaining to service matters. These acts being in violation of the Jammu and Kashmir Civil Services Conduct Rules, 1956 have been viewed seriously by the authorities.

Accordingly, it is enjoined upon all employees working in various Departments/Organizations to desist from approaching such offices henceforth, follow the prescribed procedures and approach the appropriate authorities for redressal of their genuine grievances. Any violation of these instructions by any employee shall invite strict disciplinary action under Rules.

Sd/-

(Manoj Kumar Dwivedi) IAS

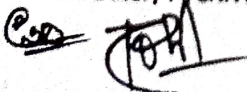
Commissioner/Secretary to the Government

Dated:20.09.2021

No. GAD-ADMOII/20/2021-09-GAD

Copy to the:-

1. Financial Commissioner(Additional Chief Secretary), Finance Department.
2. Financial Commissioner(Additional Chief Secretary), Health & Medical Education Department
3. All Financial Commissioners.
4. Director General of Police, J&K.
5. All Principal Secretaries to the Government.
6. Principal Secretary to the Lieutenant Governor.
7. Principal Resident Commissioner, J&K Government, New Delhi.
8. All Commissioner/Secretaries to the Government.
9. Chief Electoral Officer, J&K.
10. Director General, J&K Institute of Management, Public Administration & Rural Development.
11. Divisional Commissioner, Jammu/Kashmir.
12. Chairperson, J&K Special Tribunal.
13. Director Information, J&K.
14. All Deputy Commissioners.
15. All Heads of Departments/Managing Directors/Secretary, Advisory Boards.
16. Director, Archives, Archaeology and Museums.



- (252)
17. Private Secretary to the Chief Secretary.
Private Secretary to Commissioner/Secretary to Government, General Administration Department.
 19. Private Secretary to Advisor (F)/(B) & (BK) to the Lieutenant Governor.
 20. Circular/Stock file/Website, GAD.

20.9.2021
(Rohit Sharma)JKAS
Additional Secretary to the Government
20/09

Government of Jammu and Kashmir Directorate of Sheep Husbandry Jammu

Railway Head Complex, Jammu- 180004

Phone: 0191-2470075 Fax: 0191-2470754 Email ID: directorshdjammu@gmail.com

No. DSHJ/Esstt-NG/F-23/2021-22/9855-86

Dated: 20.09.2021

Copy of Circular No. 38-JK(GAD) of 2021 dated 20.09.2021 issued by the General Administration Department, J&K forwarded for information and necessary action to the: -

1. Joint Director (Extension/Farms), Sheep Husbandry Department, Jammu.
2. Deputy Director (Central), Sheep Husbandry Department, Jammu.
3. Deputy Director, Govt. Sheep Breeding & Research Farm, Reasi/Billawar.
4. Assistant Director, Govt. Sheep Breeding Farm, Thathri/Panthal/Balnoi/DGF Rajbagh.
5. District Sheep Husbandry Officer Jammu/Samba/Kathua/Poonch/Rajouri/Reasi/ Udhampur/Ramban/Doda/Kishtwar.
6. Assistant Project Officer, Intensive Sheep Development Migratory Project, Jammu-Warwan and Baderwah-Hiranagar.
7. Research Officer, Disease Investigation Laboratory, Kartholi.
8. Principal, Sheep & Wool Workers Training Class, Kartholi.
9. Sheep & Wool Development Officer Bani/Kalakote/Mahore/Ramnagar/Banihal/Padder/Marwah.
10. Fleece Testing Officer, Sheep Husbandry Department, Kartholi.
11. In-charge Website, Directorate of Sheep Husbandry Jammu.

(Dr. Tara Chand),
Deputy Director (Central),
Sheep Husbandry Department,
Jammu.

20/9/21
20/09

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Government of Jammu and Kashmir
Directorate of Sheep Husbandry Jammu

Railway Head Complex, Jammu- 180004 Ph: 0191-2470075, Fax: 0191-2470754
Email ID: directorshdjammu@gmail.com/dirshd-jammu@jk.gov.in

Subject: Submission of Official Correspondence --- Instructions regarding.

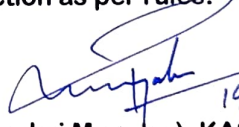
CIRCULAR

It has been observed that officers/officials of this Directorate and sub-offices have developed a tendency to write directly to this and higher offices totally bypassing the prescribed official channels at different levels. Submissions of representations directly to higher authorities bypassing the prescribed channel of communication has been viewed seriously by this office.

Accordingly, it is exhorted upon all the officers/officials working under the control of this Directorate who wish to pursue his claim or seek redressal of a grievance should route their correspondence through proper channel only.

Moreover, Drawing & Disbursing Officers of the department should avoid the practice of mere endorsement of all correspondence to this office and endeavor to scrutinize the case and dispose of the correspondence at their level, wherever, feasible or else give their considered comments regarding the same.

Any deviation from the above instructions will invite action as per rules.


(Pankaj Magotra), KAS
Director,
Sheep Husbandry Department,
Jammu.

No. DSHJ/Esstt-NG/F-23/2021-22/2991-3022

Dated: 20-05-2021,

Copy of the above to the: -

1. Joint Director (Extension/Farms), Sheep Husbandry Department, Jammu.
 2. Deputy Director, Govt. Sheep Breeding & Research Farm, Reasi/Billawar.
 3. Assistant Director, Govt. Sheep Breeding Farm, Thathri/Panthal/Balnoi/DGF Rajbagh.
 4. District Sheep Husbandry Officer Jammu/Samba/Kathua/Poonch/Rajouri/Reasi/Udhampur/Ramban/Doda/Kishtwar.
 5. Assistant Project Officer, Intensive Sheep Development Migratory Project, Jammu/Warwan and Bharderwah/Hiranagar.
 6. Research Officer, Disease Investigation Laboratory, Kartholi.
 7. Principal, Sheep & Wool Workers Training Class, Kartholi.
 8. Sheep & Wool Development Officer Bani/Kalakote/Mahore/Reasi/Ramnagar/Banihal/Padder/Marwah.
 9. Fleece Testing Officer, Sheep Husbandry Department, Kartholi.
 10. I/C Official Website.
- for information and strict compliance.