



Government of Jammu and Kashmir
Directorate of Sheep Husbandry Kashmir
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Subject:- Safeguarding of the Departmental properties.

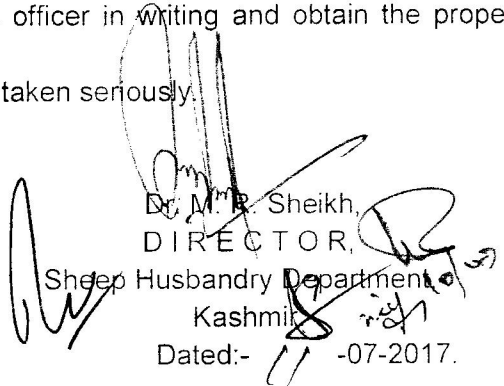
Reference:- Government order NO:-78-ASH of 2015 dated:- 06-07- 2015.

C I R C U L A R.

It has been observed many times lastly on 30-06-2017, that the meeting hall and guest room of this Directorate are being misused by the various sections and some officials, while as the buildings have recently been renovated and decorated. It has also been observed that stores section and some third parties are using the meetings hall and guest room without obtaining of proper permission from the competent authorities with the result, the Department is facing embracement when any important meeting is going to be held in the said destination. It is not out of place to mention here that the Govt. has already nominated the Dy. Director Central as Estates officer to maintain the Departmental assets along with revenue extracts of the properties vide reference quoted above.

As such it is impressed upon all concerned sections/agencies to refrain from the exercising of previous practice in future. If anyone have requirement of the hall or guest room he should contact the Estates officer in writing and obtain the proper permission from him.

Non compliance of orders shall be taken seriously.


Dr. M. R. Sheikh,
DIRECTOR,
Sheep Husbandry Department,
Kashmir
Dated:- 11 -07-2017.

NO:-DSHK/Estates-06

Copy to the:-

- 4903-18
1. Joint Director/Extension/Farms Sheep Husbandry Department Kashmir for information.
 2. All section heads of this Directorate for information & n/a.
 3. Stores Officer, SHD Kashmir for information with the directions that he should handover the charge of meeting hall and guest house to Estates officer along with its accompanied rooms .Further he should arrange the double key locks for the each room and handover to the concerned officer immediately.
 4. The Electrician/Sweeper for information and with the directions to maintain the above venues and keep ready every time.
 5. I/C Web. for information
 6. Notice board.
 7. Master file.