

**GOVERNMENT OF JAMMU AND KASHMIR
INDUSTRIES AND COMMERCE DEPARTMENT
Civil Secretariat, J&K.**

Subject: Approaching Administrative Department directly for transfer/posting.

Circular No. 01 –JK(IND) of 2022

Dated. 23 .08.2022

It has been observed that various officers/officials of the subordinate offices of Industries and Commerce Department are approaching the Administrative Department directly for their transfer from one place to another on individual basis without following the proper procedure/channel, which is totally against the Government Instructions issued from time to time and also is not in consonance with the requisite protocol/officials decorum. This act on the part of the officials working in various department/Corporations under the administrative control of Industries and Commerce Department has been viewed seriously by the authorities.

It is accordingly impressed upon all the Head of Departments/Managing Directors of the subordinate offices of Industries and Commerce Department to direct their employees not to approach Administrative Department directly for their transfer or for any means. Any casual approach on part of any officer/official shall be dealt seriously and necessary disciplinary action as warranted under rules shall be initiated against the delinquent official/officer accordingly.

Sd/-

**(Kusum Badyal), JKAS
Secretary in the Department of
Industries & Commerce Department**

No. IC-EDI/18/2022-02

Dated. 23.08.2022

Copy to:

1. All HoDs of Industries and Commerce Department.
2. All Managing Directors.
3. Secretary/CEO, J&K KVIB, Srinagar.
4. Private Secretary to the Financial Commissioner/Additional Chief Secretary, I&C Department.
5. PA to Secretary in the Industries and Commerce Department.
6. All officers of Industries and Commerce Department.
7. I/c Website, I&C Department.
8. Stock file/Circular file.


(Anil Sharma) 23/8/22

Under Secretary to the Government

