



Government of Jammu and Kashmir  
Industries and Commerce Department

Subject: Work Distribution of Planning Cell in Industries and Commerce Department.

OFFICE ORDER NO: - 83 IND OF 2018  
Dated: -10- 10- 2018

In supersession of all the previous orders following work distribution of the Planning Section in the Industries and Commerce Department is hereby ordered with immediate effect:-

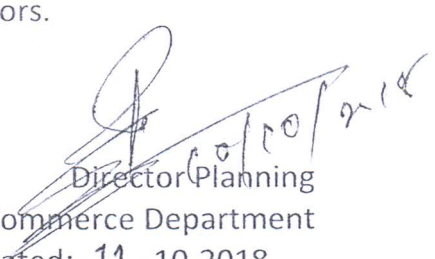
S. No	Name of the Official	Designation	Assignment
	Sunit Singh	Sts. Asstt.	1. Important communications of various ministries / meetings/ Governor Secretariat. 2. Monthly notable achievements / SoM/ Monthly meeting. 3. UCCN. 4. Multi Model Logistic Park
1	Imran Ali	Jr. Sts Asstt.	1. Directorate of I&C, Jammu Directorate of I&C, Kashmir 2. J&K SICOP/SIDCO Ltd. 3. PMDP/Pashmina projects 4. All CSSs relating to the Deptt./ Corporations. 5. Capex Budget/MPR 6. JK Industries Ltd. 7. J&K K&VI Board. 8. EDI
2	Nighat Mukhtar	-do-	1. Handicraft Department 2. Handloom Dev. Department 3. Geology & Mining Department 4. Handicrafts (S&E) Corporation 5. Handloom Dev. Corporation. 6. JK Minerals Ltd./JK Cements. 7. IICT/CDI. 8. General/Miscellaneous matters. 9. Exhibition/Fairs/Craft Bazars of all the sectors.

Contt...2..

Junior Statistical Assistants shall initiate the files and route all papers through Mr. Sunit Singh, Statistical Assistant who will subsequently submit papers through Statistical Officer of the Section for submission to higher authorities.

The Junior Statistical Assistants shall also be responsible for maintenance of the record in respect of their sectors.

By order.

  
Director Planning

Industries and Commerce Department

Dated:- 11-10-2018

No:-Ind/Plan- Mis/01/2018

Copy to the:

- 1- Special Secretary to Government, I&C Department.
- 2- Director Finance, I&C Department.
- 3- Additional Secretary, Legal, I&C Department.
- 4- Deputy Secretary to Government, I&C Department.
- 5- Under Secretary (A) / (S).
- 6- Pvt. Secretary to Principal Secretary, I&C Department for information of Principal Secretary.
- 7- All Section Officers of I&C Department:
- 8- All Head Assistants/Record Keepers of I&C Department.
- 9- Concerned \_\_\_\_\_.
- 10- Incharge website, I&C Department.
- 11- Office record/concerned file.