


**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K.**

Subject: - Purchase of Heaters.

**Office Order No: 01-IND of 2022
Dated: - 03-01-2022**

Sanction is hereby accorded to the purchase of 10 No's. of heaters 5(Five) No's each for Industries and Commerce / Mining Department through Government e-marketing (GeM) Portal of Industries & Commerce Department.

By order


(Sanjeev Kumar)
Under Secretary to the Government

No: IC-PLG/73/2021-02

Dated: - 03-01-2022

Copy to the:-

1. Director, Finance, Industries & Commerce Department.
2. Pvt. Secretary to Principal Secretary to Government, I&C Department.
3. Concerned.
4. Office Order file (w.3.s.c)

Government of Jammu and Kashmir
Industries and commerce Department
Civil Secretariat, Srinagar

Subject: Work Distribution in Accounts Section of Industries and Commerce Department.

Office Order No:- 024ND of 2022
DATED :- 05 -01- 2022

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

S.No.	Name of the officer/official	Designation	Work/Job Assigned
1	Mr Bilal-ur-Rehman	A.A.O	OB Items, Reconciliation ,Audit related works
2	Mr. Feroz Ahmad Bazaz	A.A.O.	Establishment, Budget, Opinion files.
3	Mr. Ashiq Hussain	Accountant	Files pertaining to industrial schemes, IDS/State, Lan guishing related bills/ files, AGM/Board related files. H e should also assist A.A.O's in issues which are referr ed to him.
4	Mr. Zaffar-ullah	Junior Assistant	Shall work as Billing Clerk of the establishment of I&C Department, besides, other miscellaneous works and shall route through all related papers/bills through A.A.O.

By order.

Director Finance
Industries & Commerce Department.
Dated: 05 -01-2022

NO:IC-ACC/148/2021

Copy to the:-

- 1.Pvt. Secretary to Pr. Secretary to Govt. I&C Department for information.
- 2.Concerned Officer/Officials.
- 3.Office order file (w.2.S.Cs).

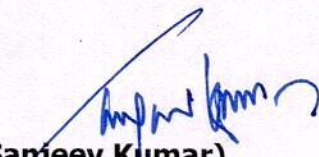
**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K.**

Subject: Earned Leave in favour of Mr. Abid Khan, I/c Under Secretary to Government, Industries & Commerce Department.

**Office Order No: 03 of 2022
Dated: 20 - 01-2022**

Sanction is hereby accorded to the grant of 30 days Earned Leave alongwith permission to leave the station w.e.f. 24.01.2022, in favour of Mr. Abid Khan, I/c Under Secretary to Government, Industries & Commerce Department, in connection with Medical Treatment of his mother at Amritsar.

By Order.


(Sanjeev Kumar)
Under Secretary to the Government

No:- IC-ADM/14/2021

Dated: - 20-01-2022

Copy to the:-

1. Secretary in the Industries & Commerce Department.
2. Director Finance, Industries & Commerce Department.
3. Additional Secretary to Government, Industries & Commerce Department.
4. Private Secretary to Principal Secretary to the Government, Industries & Commerce Department for information.
5. Concerned Officer.
6. Office Order file (w.2.s.c).

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu

Subject:- Work Distribution of Non-Gazetted officials of Industries & Commerce Department.

Office Order No: 04 -IND of 2022
D a t e d : 31 -01-2022

In supersession of all previous orders on the subject, and consequent upon the transfer of some officials, following distribution of work amongst Non-Gazetted officials of Industries & Commerce Department is hereby ordered with immediate effect :-

S. No.	Name of the Official	Designation	Section Assigned
1	Janak Raj	Section Officer	KVIB/ PSGA & Public Monitoring Grievances System, Governor's Grievances, Govt. of India Grievances APIO-RTI concerned sections.
2	Ramesh Kumar	Section Officer	Gen Section/ JKTPO/CoS Meetings, Office Administration/ Re-organization/ JKITIDC, APIO-RTI concerned sections
3	Feroz Ahmad Hajam	Section Officer	Directorates of I&C Jammu/Kashmir, Cross LoC, House Committee Report /JKCL/ LoK Sabha, Raj Sabha QDs, APIO-RTI concerned sections.
4	Niki Jahan	Section Officer	JKI/ EDI/ IICT, APIO-RTI concerned sections.
5	Vikas Sharma	I/c Section Officer	Directorate of Handicrafts & Handloom J/K and Handloom and Handicrafts Corporation/SIDCO, NI/SICOP, APIO-RTI concerned sections
6	Masoud Ahmad Dar	Head Assistant	Directorates of I&C Jammu/Kashmir, Cross LoC.
7	Rafiq Banoo	Head Assistant	EDI/JKITIDC/IICT/House Committee Report

[Handwritten signature and date 31/01/22]

8	Zahir Ahmad	Head Assistant	Directorates of Handicrafts and Handloom Jammu/Kashmir, KVIB.
9	Ranjit Singh	Head Assistant	SIDCO, NI/SICOP/ Public Monitoring Grievances System/ Governor's Grievances.
10	Showkat Ahmad Reshi	Head Assistant	Office Administration & Re-organization/JKCL.
11	Sohan Lal	Head Assistant	JKTPO/Government of India Grievances/to look after the work in the personal section of Secretary in the I&C Department.
12	Sunil Kumar	Head Assistant	General Section/CoS Meetings.
13	Kanika Gupta	Head Assistant	Handloom & Handicrafts Dev. Corporation/ PSGA/JKI / Raj Sabha/Lok Sabha QDs.
14	Rahul Hansa	I/c IPO	Website Management/IT Interventions.
15	Harjeet Singh	Senior Assistant	Handloom & Handicrafts Corporation/ Governor's Grievances.
16	Satish Safaya	Senior Assistant	Directorate of Handicrafts Handlooms Jammu/Kashmir, Reorganization & Office Administration.
17	Mohammad Aftab	Senior Assistant	JKTPO / JKITIDC/Government of India Grievances
18	Rinkal Basliya	Senior Assistant	JKCL/PSGA & Public Monitoring Grievances System, House Committee Reports.
19	Showkat Hussain	Senior Assistant	General Section/ CoS Meetings/ He shall also assist Deputy Secretary (A) in addition to his assigned work.
20	Satish Kumar	Senior Assistant	Legal Section
21	Shivdev Singh	Senior Assistant	Receipt/ Dispatch.
22	Safoora Majid	Junior Assistant	JKI / EDI / IICT
23	Talak Aziz	Junior Assistant	KVIB/LSQ/RSQ.
24	Dileep Kumar	Senior Assistant	DIC J&K/Cross LOC.

22

31/10/2022

25	Ummar Rashid	Junior Assistant	SIDCO, NI/SICOP.
26	Ishfaq Ahmad	Orderly	He shall assist H.A Administration Section at Srinagar.
27	Aman Sharma	Orderly	RTI Section. He shall assist Additional Secretary (K) in addition to his own assignment.

By order.



(Sartaj Hussain Madni)

Deputy Secretary to the Government

No:IC-ADM/27/2021-02

Dated:- 31 -01-2022

Copy to the:-

1. Secretary in the Industries and Commerce Department.
2. Additional Secretary to the Government, Industries & Commerce Department.
3. Deputy Secretary (A/S) to the Government, Industries & Commerce Department.
4. SLO, Industries and Commerce Department.
5. Under Secretary (S/A) to the Government, Industries and Commerce Department.
6. Pvt. Secretary to Principal Secretary to the Government, Industries & Commerce Department.
7. All the Concerned.
8. Office Order file (w.3.s.c.)

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu

Subject:- Farash Duty Roster of Orderlies of Industries & Commerce Department.

Office Order No: 05 -IND of 2022
D a t e d : 31 -01-2022

For smooth functioning of the office, following officials are hereby ordered to perform the duty of Farash in addition to their own duties as per the dates shown against each :-

S. No	Name of the Official	Designation	Section attached with	Duty Schedule
1.	Prem Nath	Orderly	With Director Finance	01.02.2022 to 06.02.2022
2.	Aman Kumar	Orderly	He has been assigned work of RTI Section/he is also assisting Additional Secretary(K)	07.02.2022 to 13.02.2022
3.	Nisar Ahmad Shah	Orderly	With Additional Secretary	14.02.2022 to 20.02.2022
4.	Polu Ram	Orderly	With SLO	21.02.2022 to 27.02.2022
5.	Sanjay Kumar	Orderly	Accounts Section	28.02.2022 to 06.03.2022
6.	Rahul Raina	Orderly	Clerical Hall	07.03.2022 to 13.03.2022
7.	Garu Ram	Orderly	With Director Finance	14.03.2022 to 20.03.2022
8.	Surinder Kumar	Orderly	P/S of Secretary in the I&C Deptt.	21.03.2022 to 27.03.2022
9.	Sushil Kumar	Orderly	Clerical Hall	28.03.2022 to 03.04.2022
10	Danish Rayaz	Orderly	P/S of Secretary in the I&C Deptt.	04.04.2022 to 10.04.2022
11	Gurjeet Singh	Orderly	With Deputy Secretary(A)	11.04.2022 to 17.04.2022
12	Hilal Ahmad	Orderly	With Deputy Secretary (S)	18.04.2022 to 24.04.2022
13	Mohd. Shafi	Orderly	With Director	25.04.2022 to

[Handwritten signature and date 22/1/2022]

			Planning	01.05.2022
14	Bashir Ahmad	Orderly	Clerical Hall	(Dak Runner)
15	Arjun Gupta	Orderly	Clerical Hall	02.05.2022 to 08.05.2022
16	Surinder Singh	Orderly	With Deputy Secretary(S)	09.05.2022 to 15.05.2022

By order.


(Sartaj Hussain Madni)
 Deputy Secretary to the Government

No:IC-ADM/08/2022-02

Dated:- 31-01-2022

Copy to the:-

1. Pvt. Secretary to Principal Secretary to the Government, Industries and Commerce Department.
2. All concerned for compliance.
3. Office Order file (w.3.s.c.)

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu**

Subject:- Deputation for official work to Jammu.

Office Order No: 06-IND of 2022.

Dated : 01 -02-2022.

Sanction is hereby accorded to the deputation of following officials of Industries and Commerce Department from Srinagar to Jammu w.e.f. 02.02.2022 to 09.02.2022 in connection with settlement of outstanding transactions towards suppliers of office and stationery items and carrying the documents like Tax Saving Certificate and Janta Insurance Registration-cum-Nomination forms to Jammu which have to be kept in safe custody of DDO (Director Finance):-

S.No.	Name of official	Designation
1.	Mr. Ashiq Hussain	Accountant
2.	Mr. Nazir Ahmad Dar	Junior Assistant/Cashier

By Order.



(Sartaj Hussain Madni)

Deputy Secretary to the Government

No:-IC-ACC/7/2021-02

Dated:- 01 -02-2022.

Copy to the:-

1. Director Finance, Industries and Commerce Department.
2. Pvt. Secretary to Principal Secretary to the Government Industries and Commerce Department.
3. Concerned Officials.
4. Officer Order file.

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu

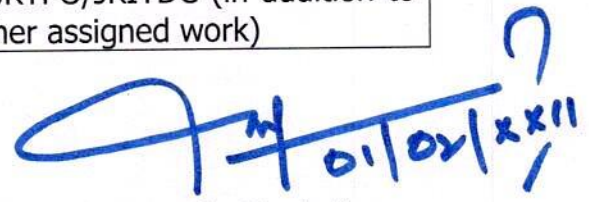
Subject:- Work Distribution of Non-Gazetted officials of Industries & Commerce Department.

Office Order No: 07 -IND of 2022
D a t e d : 01 -02-2022

In partial modification of office Order No.4-IND of 2022 dated 31.01.2022, following distribution of work amongst Non-Gazetted officials of Industries & Commerce Department is hereby ordered with immediate effect :-

S.No.	Name of the official	Designation	Section Assigned
1.	Harjeet Singh	Senior Assistant	Government of India Grievances (in addition to his assigned work)
2.	Mohammad Aftab	Senior Assistant	Nazarath Section
3.	Rinkal Basliya	Senior Assistant	JKTPO/JKITDC (in addition to her assigned work)

By order.


(Sartaj Hussain Madni)
Deputy Secretary to the Government

No:IC-ADM/27/2021-02

Dated:- 01 -02-2022

Copy to the:-

1. Secretary in the Industries and Commerce Department.
2. Director Finance, Industries and Commerce Department.
3. Additional Secretary to the Government, Industries and Commerce Department.
4. Deputy Secretary (A/S) to the Government, Industries & Commerce Department.
5. All the Concerned.
6. SLO, Industries and Commerce Department.
7. Pvt. Secretary to Principal Secretary to the Government, Industries and Commerce Department.
8. Mr. Nazir Ahmad Dar, Junior Assistant/Cashier shall handover the charge of Nazarath Section to Mr. Mohammad Aftab, Senior Assistant.
9. All the concerned.
10. Office Order file (w.3.s.c.)

Government of Jammu and Kashmir
Industries & Commerce Department
Civil Secretariat Jammu/Srinagar

Subject:- Sanction of Refreshment Charges in favour of the Officers/officials of Industries & Commerce Department.

Office Order No. 08 - IND of 2022

Dated: 01 .02.2022

In pursuance of Government order No. 132-F of 2018 dated 26.03.2018 sanction is here by accorded to the drawal of **Rs.95000/-** (Rupees Ninety five Thousand only) an account of refreshment charges in favour of below mentioned officers/officials of Industries & Commerce Department for preparation of Revised Estimates 2021-22 & Budget Estimates 2022-23 vide OM No. FD-BDGTGEN/23/2021-03-FINANCE dt: 01.09.2021

S.No.	Name of the official /Officer	Designation	Amount
1.	Rajesh Chander Kotwal	Director Finance	7000/-
2	Syed Shabir Shafi	Director Planning	7000/-
3	Feroz Ahmad Bazaz	AAO	7000/-
4	Bilal Ul Rehman	AAO	7000/-
5	Sunil Kumar Raina	Sts. Officer (P)	6000/-
6	Sunit Sing	Sts. Assistant (P)	6000/-
7	Ashiq Hussain	Accountant	7000/-
8	Nazir Ahmad Dar	Cashir	7000/-
9	Rahul Hansa	PA	7000/-
10	Zafarullah Batt	Jr. Assistant	7000/-
11	Umar Jan	Computer Opt.	6000/-
12	Prem Nath	Orderly	3500/-
13	Sanjay Kumar	Orderly	3500/-
14	Garu Ram	Orderly	3500/-
15	Kishor Kumar	Driver	3500/-
16	Siraj Ahmad Bhat	Orderly	3500/-
17	Gh. Din	Driver	3500/-
Total Amount			95000/-


Director Finance
Industries & Commerce Deptt.

No:- IC-ACC//151/2021-03

Dated: 01 .02.2021

Copy to the:

- 1- Treasury officer, Moving Treasury Civil Secretariat Jammu/Srinagar
- 2- Pvt. Secretary to Principal Secretary to Govt. I&C Department
- 3- Naizir, Industries & Commerce Department for necessary Action
- 4- Office Ordrr File (w.2.S.Cs)

Government of Jammu and Kashmir
Industries & Commerce Department
Civil Secretariat Jammu/Srinagar

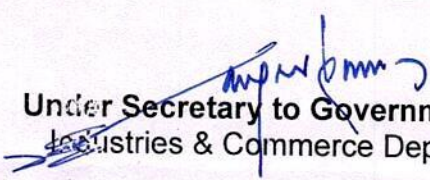
Subject:- Sanction of Refreshment Charges in favour of the Officers/officials of Industries & Commerce Department.

Office Order No. 09 - IND of 2022
Dated: 01 .02.2022

In pursuance of Government order No. 132-F of 2018 dated 26.03.2018 sanction is here by accorded to the drawal of **Rs.1,06,500/-** (Rupees One lakh six thousand five hundred only) an account of refreshment charges in favour of below mentioned officers/officials of Industries & Commerce Department on account of attending duties late/early hours and on holiday during parliament session, QD Cell constituted vide office order No.11-IND of 2021 dated 29.01.2021.

S.No.	Name of the official /Officer	Designation	Amount
1	Kewal Krishan	Addl. Secretary	5750/-
2	Sanjeev Kumar Gupta	Under Secy.	5750/-
3	Abid Khan	Under Secy.	5750/-
4	Ramesh Kumar Raina	Section Officer	5750/-
5	Feroz Ahmad Hajam	Section Officer	5750/-
6	Javed Iqbal Lone	Section Officer	5750/-
7	Feroz Ahmad Bazaz	AAO	3000/-
8	Vikas Sharma	I/C Section Officer	5750/-
9	Zahir Ahmad Wani	Head Assistant	5750/-
10	Satish Kumar Safaya	Sr. Assistant	5750/-
11	S. Harjeet Singh	Sr. Assistant	5750/-
12	Showkat Husain	Sr. Assistant	5750/-
13	Umar Rashid Dar	Jr. Assistant	5750/-
14	Dileep Kumar	Jr. Assistant	5750/-
15	Kaku Jee	Orderly	5750/-
16	Gh. Hussain	Orderly	5750/-
17	Surinder Kumar	Orderly	5750/-
18	Shkoor Ahmad Dar	Orderly	5750/-
19	Mohd Shafi	Orderly	5750/-
Total Amount			106500

By order


Under Secretary to Government
Industries & Commerce Deptt.

No:- IC-ACC//151/2021-03

Dated: 01 .02.2021

Copy to the:

- 1- Treasury officer, Moving Treasury Civil Secretariat Jammu/Srinagar
- 2- Pvt. Secretary to Principal Secretary to Govt. I&C Department
- 3- Naizir, Industries & Commerce Department for necessary Action
- 4- Office Order File (w.2.S.Cs)

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject: - Constitution of QD Cell.

Office Order No. 10 -IND of 2021

Dated: 04.02.2022

The following QD cell of Officers/officials of the Industries and Commerce Department is hereby constituted for timely reply of Lok Sabha/Rajya Sabha Business of current Parliament Session 2022. The Cell shall be headed by the Additional Secretary to the Government, and assisted by Deputy Secretary (A/S) to the Government, Industries and Commerce Department:-

.No	Name of the Officer/Official	Designation
1	Sanjeev Kumar	Under Secretary
2	Ramesh Kumar	Section Officer
3	Feroz Ahmad	Section Officer
4	Vikas Sharma	Section Officer
5	Feroz Ahamd Bazaz	Asstt. Accounts Officer
6	Sunil Raina	St. Officer
7	Masoud Ahmad	Head Assistant
8	Ranjit Singh	Head Assistant
9	Kanika Gupta	Head Assistant
10	Rahul Hansa	Web Incharge
11	Harjeet Singh	Sr. Assistant
12	Satish Safaya	Sr. Assistant
13	Showkat Hussain	Sr. Assistant
14	Dileep kumar	Sr. Asstant
15	Satish Kumar	Sr. Assistant
16	Umar Rashid	Jr. Assistant
17	Mr. Arjun Gupta	Orderly
18	Mohammad Ashraf	Orderly
19	Gurjeet Singh	Orderly
20	Mohammad Shafi Lone	Jamadar
21	Rahul Raina	Orderly

[Handwritten signatures and date 4/2/2022]

22	Hilal Ahmad	Orderly
23	Gurcharan Singh	Driver
24	Bikram Singh	Driver
25	Mushtaq Ahmad	Driver

Mr. Rahul Hansa/Harjeet Singh/Satish Kumar, Web I/c, Sr. Assistants are fully responsible for maintaining record of questions related to the business/ receiving/transmission reply of questions to Government of India for current Parliament Session 2022.

During the Parliament Session the Officer/officials who assigned the work of QD cell shall not leave the office without seeking prior permission of the authorities so designated.

By Order.



(Sartaj Hussain Madni)

Deputy Secretary to the Government

No. IC-Adm/107/2021-02

Dated: 04.02.2022

Copy to:

1. Secretary to the Government, Industries & Commerce Department for information.
2. Director, Finance, Industries and Commerce Department.
3. Deputy Secretary (A/S) to the Government, I&C for information.
4. Under Secretary (S/A) to the Government, I&C for information.
5. Concerned officials.
6. Office Order file.

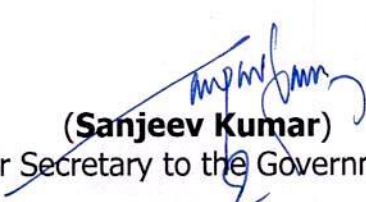
**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu**

Subject:- Deputation of Mr. Sartaj Hussain Madni, JKAS Deputy Secretary to the Government, Industries and Commerce Department to Srinagar.

Office Order No: 11 -IND of 2022
D a t e d : 07-02-2022

Sanction is hereby accorded to the deputation of Mr. Sartaj Hussain Madni, JKAS Deputy Secretary to the Government, Industries and Commerce Department from Jammu to Srinagar w.e.f. 06.02.2022 to 09.02.2022 in connection with the official work at Humhama and Sanath-Ghar, Srinagar.

By order.


(Sanjeev Kumar)
Under Secretary to the Government

Dated:- 07-02-2022

No:IC-ADM/13/2021-02

Copy to the:-

1. Director Finance, Industries and Commerce Department.
2. Concerned Officer for information.
3. Pvt. Secretary to Principal Secretary to the Government, Industries and Commerce Department for kind information of the Principal Secretary.
4. Office Order file (w.3.s.c.)

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Sanction of non-refundable G.P. Fund withdrawal of **Rs.11,50,000=00 (Rupees Eleven lakh fifty thousand)** only in favour of Mr. Mohad. Aftab, Sr. Assistant, Industries & Commerce Department under G.P. Fund account No. **CC-910014407**.

Office Order No: **12** - IND of 2022
D A T E D : **15** - 02 - 2022

In pursuance of Rule 15(1) (B) (d) of G.P. Fund (Central Service) Rules 1960, sanction is hereby accorded to the grant of **Rs.11,50,000=00 (Rupees Eleven lakh fifty thousand)** only in favour of Mr. Mohd. Aftab, Sr. Assistant Industries & Commerce Department out of his credit balance under G.P. Fund account No. **CC-910014407** to defray expenses in connection with addition/alteration of his residential house.

The credit position of the G.P. Fund balance is as under:-

1. Closing balance as per schedule for the year 2020-21	Rs. 19,40,838=00
2. Subscriptions from 03/2021 to 01/2022	Rs. 1,10,000=00
3. Refunds from 03/2021 to 01/2022	Rs. 36,300=00
4. <u>DA arrears from 03/2021 to 01/2022</u>	Rs. Nil-
<u>Total (1-4)</u>	<u>Rs. 20,87,138=00</u>
5. <u>Withdrawal from 03/2021 to 01/2022</u>	<u>Rs. 8,00,000=00</u>
<u>Net balance as on 31-01-2022.</u>	<u>Rs. 12,87,138=00</u>

As per service records the official has rendered more than 15 years of service, and his date of 1st appointment is 31.05.2004. The date of retirement is ending January, 2041.

By order.


Director Finance

Industries & Commerce Deptt.

NO:IC-ADM/15/2022-02

Dated: **15** -02-2022

Copy to the:-

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu/Srinagar.
3. Pvt. Secretary to Principal Secretary to Govt. I&C Department.
4. Nazir, Industries & Commerce Department for n/a.
5. Concerned officeial.
6. Office order files (w.2. S.Cs)

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject: - Earned Leave.

Office Order No. 13- IND of 2022


Dated: 22.02.2022

Sanction is hereby accorded to the grant of Earned Leave for a period of 12 days w.e.f 14.02.2022 to 25.02.2022 in favour of Mr. Zahir Ahmad Wani, Head Assistant, Industries and Commerce Department.

It is further ordered that Mr. Showkat Reshi, Head Assistant, Industries & Commerce Department shall look after the routine work of Mr. Zahir Ahmad Wani, Head Assistant during the period Mr. Zahir Ahmad Wani remains on leave.

By Order.


(Sanjeev Kumar)

 Under Secretary to the Government

No. IC-Adm/17/2022-02

Dated: 22.02.2022

Copy to:

1. Director, Finance Industries and Commerce for information and necessary action.
2. Deputy Secretary to the Government (S), Industries and Commerce for information.
3. Private Secretary to the Government, Industries and Commerce Department for kind information of the Principal Secretary.
4. Concerned official
5. Office Order file/stock file.

Union Territory of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Sanction of non-refundable G.P. Fund withdrawal of **Rs.3,00,000=00 (Rupees Three lakh) only** in favour of Mr. Bilal-ul-Rehman, Assistant Accounts Officer, Industries & Commerce Department under G.P. Fund account No. CC-910009638.

Office Order No: **14** -IND of 2022
D A T E D : **20** - 02 - 2022

In pursuance of Rule 15(1), B (d) of G.P. Fund (Central Service) Rules 1960, sanction is hereby accorded to the grant of **Rs.3,00,000=00 (Rupees Three lakhs) only** in favour of Mr. Bilal-ul-Rehman, Assistant Accounts Officer, Industries and Commerce Department out of his credit balance under G.P. Fund account No. CC-910009638 to defray expenses in connection with addition/alteration of his residential house.

The credit position of the G.P. Fund balance is as under:-

1. Closing balances as per schedule for the year 2020-21	Rs. 8,61,550=00
2. Subscriptions from 03/2021 to 01/2022	Rs. 1,65,000=00
3. Refunds from 03/2021 to 01/2022	Rs. 2,20,000=00
4. DA arrears from 03/2021 to 01/2022	Rs. Nil-
Total (1- 4)	Rs.12,46,550=00
5. Withdrawal from 03/2021 to 01/2022	Rs. Nil-
Net balance as on 31-01-2022.	Rs.12,46,550=00

As per service records the official has rendered more than 15 years of service, and his date of 1st appointment is 08.04.1999. The date of retirement is ending April 2024. However, recovery of previous refundable G.P. Fund outstanding shall remain in force from his salary.

By order.

Director Finance
Industries & Commerce Deptt.

Dated: **20** -02-2022

NO: IC-Adm/18/2022-2

Copy to the:-

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu/Srinagar.
3. Pvt. Secretary to Principal Secretary to Govt. I&C Department.
4. Nazir, Industries & Commerce Department for n/a.
5. Concerned official.
6. Office order files (w.2. S.Cs)

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Sanction of Reimbursement of Medical Expenses in favour of Mr. Feroz Ahmad Bazaz, AAO, Industries and Commerce Department.

Office Order No: 16 -IND of 2022
D A T E D : 09 - 03 - 2022

In pursuance of Rule 5 of J&K Civil Services (Medical Attendance and Allowance) Rules, 1990 sanction is hereby accorded to the Reimbursement of Medical Expenses in favour of Mr. Feroz Ahmad Bazaz, AAO, Industries and Commerce Department to the tune of Rs. 13,610/- (Rupees Thirteen Thousand Six Hundred Ten Only) incurred by him during follow-up at Medanta- Medicity, Haryana.

By order.

NO:IC-ADM/16/2021

Copy to the:-

Director Finance
Industries & Commerce Department.
Dated: 09 -03.2022

1. Treasury Officer Moving Treasury Civil Secretariat, Jammu.
2. Pvt. Secretary to Principal Secretary to Govt. I&C Department.
3. Cahier, Industries & Commerce Department for n/a.
4. Concerned official.
5. Office order files (w 2. S.Cs)

**Government of Jammu & Kashmir
Industries & Commerce Department
J&K Civil Secretariat,
Jammu.**

**Subject:- Misplacement of Service Book of Smt Shamima Maqsood
Orderly, Handloom and Handcraft Department District Srinagar-
Appointment of Enquiry Officer .**

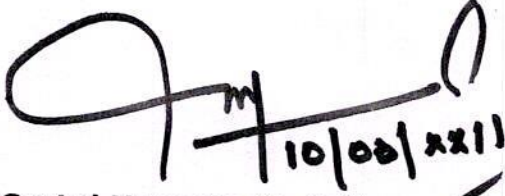
Office Order No:- 17-IND OF 2022

Dated:- 10 - 03- 2022

Mr Sanjeev Kumar, Under Secretary to the Government, Industries & Commerce Department is here by appointed as Inquiry Officer to inquire about the the misplacing of Service Book of Smt Shamima Maqsood, Orderly, Handloom and Handicraft Department, District Srinagar, who has applied for Voluntary retirement from Government Service.

The Inquiry Officer shall furnish his findings along with recommendations within a period of 07 days.

By Order


(Sartaj Hussain Madni)
Deputy Secretary to the Government

NO: IC-HHD/135/2021-02

Dated:- 10.03. 2022

Copy to the:-

1. Secretary to the Government, Industries & Commerce Department
2. Additional Secretary to the Government , Industries & Commerce Department
3. Deputy Secretary (S) to the Government, Industries & Commerce Deptt.
4. Mr Sanjeev Kumar Gupta Under Secretary to the Government Industries and Commerce Department
- 5 All Section Officers of Industries and Commerce Department.
- 6 Office Order File /Stock file.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Srinagar/Jammu.**

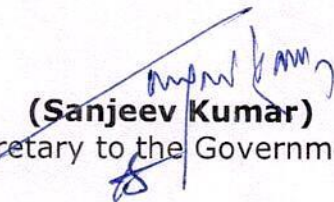
Subject:- Cyber Jaagrookta(Awareness) Diwas- regarding.

Office Order No. **18** -IND-of 2022

D A T E D : **11** -03- 2022

Mr. Janak Raj, I/C Under Secretary to the Government, Industries and Commerce Department is hereby nominated as Nodal Officer to coordinate with the Under Secretary to the Government, Information Technology Department as I/C Cyber Jaagrookata Monitoring Cell for the progress made by the concerned Departments, besides supervising various programmes organized by respective departments and to forward the progress in the same to the Cyber Jaagrookta Monitoring Cell of Information Technology Department.

By Order.


(Sanjeev Kumar)
Under Secretary to the Government

No:- IC-GEN/42/2022-02

Dated:- **11** .03.2022

Copy to the:-

1. Secretary to Government, Information Technology Department.
2. Pvt. Secretary to Principal Secretary to Govt, I&C Department.
3. concerned officer.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Srinagar/Jammu**

Subject: Drawal of salary in favour of Mr. Atul Sharma, presently attached in the Industries & Commerce Department.

Office Order No: 19 -IND of 2022
Dated: 14.03.2022

Sanction is hereby accorded to the drawal of salary in favour of Mr. Atul Sharma, presently attached in the Industries & Commerce Department, vide Government Order No. 1286-JK(GAD) of 2021 dated 07.12.2021 against the available equivalent/higher post in his pay and grade in the Administrative Department.

By order



(Abid Khan)

Under Secretary to the Government

No: IC-KVIB/11/2022-02
Copy to the:-

Dated: 14.03.2022

1. Director, Finance, Industries & Commerce Department.
2. Concerned officer.
3. Secretary/CEO, J&K Khadi & Village Industries Board.
4. Private Secretary to Principal Secretary to the Govt., Industries & Commerce Department.
5. Naazir of Industries & Commerce Department
6. Office Order file (w.3.s.c).

Union Territory of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Sanction of non-refundable G.P. Fund withdrawal of **Rs.6,00,000=00 (Rupees Six lakh) only** in favour of Mr. Shamim Ahmad Wani, Sr. Law Officer, Industries & Commerce Department under G.P. Fund Account No. CC-810009248.

Office Order No: **20** -IND of 2022
D A T E D : **17** - 03 - 2022

In pursuance of Rule 15(1), A (a) of G.P. Fund (Central Service) Rules 1960, sanction is hereby accorded to the grant of **Rs.6,00,000=00 (Rupees Six lakhs) only** in favour of Mr. Shamim Ahmad Wani, Industries and Commerce Department out of his credit balance under G.P. Fund Account No. CC-810009248 to defray expenses in connection with Higher Education of his son.

The credit position of the G.P. Fund balance is as under:-

1. Closing balances as per schedule for the year 2020-21	Rs.10,49,091=00
2. Subscriptions from 03/2021 to 02/2022	Rs. 1,00,000=00
3. Refunds from 03/2021 to 02/2022	Rs. 0=00
4. DA arrears from 03/2021 to 02/2022	Rs. 0=00
Total (1- 4)	Rs.11,49,091=00
5. Withdrawal from 03/2021 to 02/2022	Rs. Nil-
Net balance as on 28-03-2022.	Rs.11,49,091=00

As per service records the official has rendered more than 15 years of service, and his date of 1st appointment is 15.06.1995. The date of retirement is ending April, 2031.

By order.

Director Finance

Industries & Commerce Deptt.

NO: IC-ACC/2/2022-2

Dated: **17** -03-2022

Copy to the:-

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu/Srinagar.
3. Pvt. Secretary to Principal Secretary to Govt. I&C Department.
4. Nazir, Industries & Commerce Department for n/a.
5. Concerned officer.
6. Office order files (w.2. S.Cs)

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject:- Farash Duty Roaster of Orderlies of Industries and Commerce Deputation, Civil Secretariat, Srinagar.

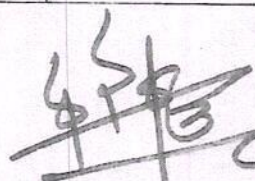
Office Order No. 21- IND of 2022

Dated: 24.03.2022

For smooth functioning of the office, Civil Secretariat, Srinagar, following officials are hereby ordered to perform the duty of Farash in addition to their own duties as per the dates shown in Schedule -I and Schedule-II against each:

S.No	Name of the Official	Designation	Duty Schedule -I	Duty Schedule-II
1.	Mohammad Ashraf	Orderly	22.03.2022 to 25.03.2022	25.04.2022 to 29.04.2022
2.	Shakoor Ahmad	Orderly	28.03.2022 to 01.04.2022	02.05.2022 to 06.05.2022
3.	Mohd Altaf Dar	Orderly	04.04.2022 to 08.04.2022	09.05.2022 to 13.05.2022
4.	Siraj Ahmad	Orderly	11.04.2022 to 15.04.2022	16.05.2022 to 20.05.2022
5.	Mohd Shafi	Burner	18.04.2022 to 22.04.2022	23.05.2022 to 27.05.2022

By Order.


(Sartaj Hussain Madni)

Deputy Secretary to the Government

Dated: 24.03.2022

No. IC-Adm/08/2022-02

Copy to:

1. Private Secretary to the Government, Industries and Commerce Department for information.
2. All concerned for compliance.
3. Office Order file.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Kashmir**

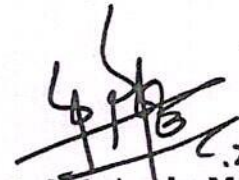
Subject:- Grant of Earned Leave.

**Office Order No: 22- IND of 2022.
Dated: 29-03-2022.**

In terms of Rule 26 of J&K Civil Services Leaves Rules 1979, Sanction is hereby accorded to the grant of Earned Leave for a period of 19 days w.e.f. 04.04.2022 to 22.04.2022 with permission to leave the station in favour of Mr. Showkat Hussain, Steno/Assistant, Industries and Commerce Department in connection with medical treatment of his younger sister at Indore.

It is further ordered that Mr. Dileep Kumar, Senior Assistant shall look after the work assigned to Mr. Showkat Hussain, Steno/Assistant in addition to his own duties, during the period Mr. Showkat Hussain remains on leave.

By Order.


(Sartaj Hussain Madni)
Deputy Secretary to the Government

No:-IC-ADM/26/2022-02

Dated:- .03.2022

Copy to the:-

1. Director Finance, Industries and commerce Department for information.
2. Managing Director, SICOP, J&K, Jammu for information and making necessary entry in the service book of the official.
3. Deputy Secretary to the Government (S), Industries and Commerce Department for information.
4. Private Secretary to Principal Secretary to the Government, Industries and Commerce Department for information.
5. Concerned official.
6. Office Order file/stock file.

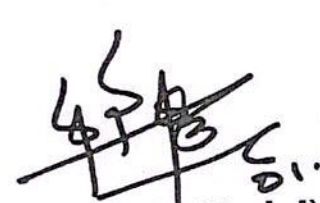
**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu/Srinagar**

Subject:- Grant of Cash-in-lieu of Leave Salary in favour of Mr. Nazir Ahmad Dar, Junior Assistant, Industries & Commerce Department.

**Office Order No: 23-IND of 2022.
Dated: 01 -04-2022.**

In terms of Rule 37 of J&K Civil Services (Leave) Rules, 1979 read with SRO-124 dated 17.04.1998, sanction is hereby accorded to the grant of Cash-in-Lieu of Leave Salary equivalent to 300 days of Earned Leave in favour of Mr. Nazir Ahmad Dar, Junior Assistant, Industries and Commerce Department, who is retiring on superannuation pension on 31.03.2022.

By Order.


(Sartaj Hussain Madni)
Deputy Secretary to the Government

Dated:- 01 .04.2022

No:-IC-ACC/72/2021-02

Copy to the:-

1. Director Finance, Industries and Commerce Department.
2. Private Secretary to Principal Secretary to the Government, Industries and Commerce Department.
3. Concerned Official.
4. Office Order file (w.2.s.c).

**Government of Jammu & Kashmir
Industries & Commerce Department
Civil Secretariat, J&K.**

Subject:- Work distribution.


**Office Order No: 24 -JK(IND) of 2022
D a t e d: 12- 04-2022**

In continuation to Office Order No.58-IND of 2022 dated 01.09.2021, it is hereby ordered that Mr. Sanjeev Kumar, Under Secretary to the Government, Industries & Commerce Department shall look after the EDI Section in addition to his own duties and shall route files through Deputy Secretary (A).

Further, the work related to follow up action in respect of Result Oriented Governance-list of Deliverables shall be dealt by the Planning Section of the I&C Department.

Further more, Mr. Rahul Raina, Orderly shall work in the Personal Section of the Secretary in the Industries & Commerce Department in place of Mr. Sohan Lal, Head Assistant.

By Order.


(Sartaj Hussain Madni)
Deputy Secretary to the Government

Dated: - 12.04.2022

No.: - IC-ADM/20/2021-07

Copy to:-

1. Secretary in the Industries & Commerce Department.
2. Additional Secretary to the Government, Industries & Commerce Department.
3. Joint Director, Planning, Industries & Commerce Department.
4. Deputy Secretary (A/S) to the Government, Industries & Commerce Department.
5. Under Secretary (S/A) to the Government, Industries & Commerce Department.
6. Private Secretary to Principal Secretary to the Government, I&C Department.
7. Concerned Officer/official.
8. Office Order file

Government of Jammu and Kashmir
Industries and commerce Department
Civil Secretariat, Srinagar/Jammu

Subject: Deputation of Mr. Feroz Ahmad Bazaz, Assistant Accounts Officer, to Srinagar.

Office Order No:- 25 IND of 2022
DATED :- 13-04-2022

Sanction is hereby accorded to deputation of Mr. Feroz Ahmad Bazaz, Assistant Accounts Officer, Industries and Commerce Department to Srinagar w.e.f 13.04.2022 for carrying the Form-16 of employees for filing the Income Tax Returns. He will also reconcile the outstanding audit paras and expenditure with the Office of Accountant General at Srinagar.

By order.

NO:IC-ADM/16/2021

Director Finance
Industries & Commerce Department.
Dated: 13-04-2022

Copy to the:-

1. Pvt. Secretary to Pr. Secretary to Govt. I&C Department.
2. Concerned Officials for n/a.
3. Office order file (w.2.S.Cs).

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:-Sanction of Non-Refundable G.P. Fund Withdrawal of Rs. 16,00,000/- (Rupees Sixteen Lakh Only) in favour of Mr. Ranjit Singh, Head Assistant, Industries and Commerce Department out of his G.P Fund Account No. CC-910017623.

Office Order No: 26- IND of 2022
DATED :- 18 -04-2022

In pursuance of Rule 15(1)B(a) of The General Provident Fund (Central Services) Rules 1960, sanction is hereby accorded to the grant of Non-Refundable G.P. Fund Withdrawal of Rs. 16,00,000/- (Rupees Sixteen Lakh Only) in favour of Mr. Ranjit Singh, Head Assistant, Industries and Commerce Department out of his G.P Fund Account No. CC-910017623 for the purpose of purchase of land.

The credit position of G.P. Fund balance of the official is as under:-

1. Balance as per the Statement for the year 2020-21	Rs. 15,36,475/-
2 Subscription from 03/2021 to 03/2022	Rs. 2,52,000/-
3. Refunds from 03/2021 to 03/2022	<u>Nil</u>
Total=	Rs. 17,88,875/-
Less: Withdrawal from 03/2021 to 03/2022	<u>Nil</u>
Net balance available on ending 03/2022	Rs 17,88,875/-

The officer has completed more than 10 years of required service as his D.O. Appointment is 08.01.2008.

By order.


Director Finance

Industries & Commerce Department.

NO.IC-ADM/29/2022-02

Dated: 18 -04-2022

Copy to the:-

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu.
2. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu.
3. Pvt. Secretary to Pr. Secretary to Govt. I&C Department.
4. Nazir, Industries & Commerce Department for n/a.
5. Office order file (w.2 S.Cs).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu**

Subject:- Grant of Earned Leave in favour of Mr. Sohan Lal, Head Assistant, Industries and Commerce Department.

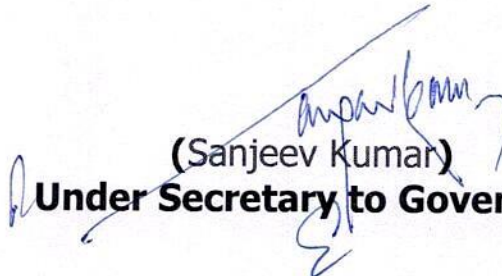
Office Order No: 27-IND of 2022

Dated : 10 - 05 - 2022

In terms of Rule 26 of J&K, Civil Services, leave Rules, 1979, sanction is hereby accorded to the grant of 30 days earned leave w.e.f. 09.05.2022 to 07-06-2022 in favour of Mr. Sohan Lal, Head Assistant in connection with construction of House.

Ms. Rinkal Basliya, I/c Head Assistant, I&C Department, shall look after the work assigned to Mr. Sohan Lal, Head Assistant during the leave period.

By order.


(Sanjeev Kumar)
Under Secretary to Government

IC-ADM/28/2022-02

Dated:- 10 - 05 - 2022.

Copy to the:-

1. Director Finance, Industries and Commerce Department with the request to kindly get the earned leave entered in Service Record of the official.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary) Industries and Commerce Department.
3. Concerned officials.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu**

Subject:- Grant of Cash-in-lieu of Leave salary of Mr. Janak Raj Sharma ,
(Retired I/c Under Secretary, Industries and Commerce Department).

Office Order No:- 28- IND of 2022.

Dated: - 12-05-2022.

In terms of Rule 37 of J&K Civil Services (Leave) Rules, 1979 read with SRO-124 dated 17.04.1998, sanction is hereby accorded to the grant of Cash-in-Lieu of Leave Salary equivalent to 300 days of Earned Leave in favour of Mr. Janak Raj Sharma, (Retired I/C Under Secretary, Industries and Commerce Department), who has retired on superannuation pension w.e.f. 30.04.2022.

By Order.


12.05.2022

(Sartaj Hussain Madni)

Deputy Secretary to Government

No:-IC-ADM/94/2021-02

Dated:- 12.05.2022.

Copy to : -

1. Director Finance, Industries and Commerce Department.
2. Private Secretary to Additional Chief Secretary, Industries and Commerce Department.
3. Concerned.
4. Office Order file (w.2.s.c).

Government of Jammu and Kashmir
Industries and commerce Department
Civil Secretariat, Srinagar/Jammu

Subject: Work Distribution in the Accounts Section of Industries and Commerce Department.

Office Order No:-29-IND of 2022
DATED :- 12-05-2022

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

S.No.	Name of officer/ official	Designation	Job Assignment.
1	Mr. Feroz Ahmad Bazaz	A.A.O.	Files related to: 1. D'te of Industries & Commerce Kashmir. 2. D'te of Handicrafts & Handloom Kashmir. 3. J&K EDI. 4. J&K TPO / ITIDC 5. CDI / IICT 6. J&K Cements Ltd. 7. Establishment 8. Languishing Projects 9. Audit Matters 10. Revenue / Capex Budget related files of the above. 11. BEAMS
2	Mr. Varinder Singh Rana	A.A.O	Files related to: 1. D'te of Industries & Commerce Jammu. 2. D'te of Handicrafts & Handloom Jammu. 3. J&K SIDCO / SICOP 4. J&K Handicrafts & Handloom Corporation. 5. JK Industries Ltd. 6. KVIB. 7. Revenue/Capex Budget related file s of the above. 8. Preparation of Budget.



3.	Mr. Ashiq Hussain	Accountant	Assist both the AAO's in issues which are referred to him.
4.	Mr. Aftab Ahmad	Senior Assistant	Nazarat
5.	Mr. Zaffar-ullah	Junior Assistant	Record Keeper. He shall also work as Billing Clerk of the establishment of I&C Department, besides, other miscellaneous works and shall route all related papers/bills through A.A.O (F).

By order.


Director Finance
Industries & Commerce Department.

Dated: **12**-05-2022

NO:IC-ACC/148/2021

Copy to the:-

1. Pvt. Secretary to the Financial Commissioner, (ACS) I&C Department for favour of information .
2. Concerned Officer/Officials.
3. Office order file (w.2.S.Cs).

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu

Subject:-Grant of Child Care Leave in favour of Smt. Kanika Gupta, Head Assistant, Industries and Commerce Department.

Office Order No: 30-IND of 2022
Dated : 19-05-2022.

In terms of Rule 41-A of J&K Civil Services (Leave) Rules, 1979 read with SRO-232 dated 22.07.2015, sanction is hereby accorded to the grant of 51 days Child Care Leave w.e.f. 04.05.2022 to 24.06.2022 in favour of Smt. Kanika Gupta, Head Assistant, Industries & Commerce Department.

Sh. Sunil Kumar, Head Assistant shall look after the work assigned to Smt. Kanika Gupta, Head Assistant in addition to work already assigned to him during the leave period of the official.

By order.

(Sanjeev Kumar)
Under Secretary to the Government

No:-IC-ADM/99/2021-02

Dated:- 19-05.2022

Copy to the:-

1. Director Finance, Industries and Commerce Department with the request to kindly make necessary entry in the Service Book of the official.
2. Additional Secretary to the Government, Industries and Commerce Department for information.
3. Concerned Official.
4. Officer Order file.

**Government of Jammu and Kashmir
Industries & Commerce Department
Civil Secretariat, Jammu/Kashmir.**

Subject:- Work Distribution of Non-Gazetted officials of Industries & Commerce Department.

Office Order No: 31-IND of 2022

D a t e :- 19-05-2022

In supersession of all previous orders on the subject, following distribution of work amongst Non-Gazetted officials of Industries & Commerce Department is hereby ordered with immediate effect:-

S.No.	Name of the official	Designation	Section assigned
1.	Ramesh Kumar	Section Officer	KVIB/General Section/JKTPO/CoS meetings/Office Administration, Re-organization/Public Monitoring Grievances System APIO-RTI concerned sections.
2.	Feroz Ahmad Hajam	Section Officer	Directorates of I&C, Jammu/Kashmir/House Committee Report/JKCL/CDI/LSQ and RSQ issues, APIO-RTI concerned Sections
3.	Niki Jehan	Section Officer	JKI/EDI/IICT/PSGA/GoI Grievances/ APIO-RTI concerned sections
4.	Vikas Sharma	I/c Section Officer	Directorate of Handicrafts and Handloom, J/K and Handloom and Handicrafts Corpn./SIDCO,SICOP/NI/Governors Grievances/JKITIDC/ APIO-RTI concerned sections.
5.	Masood Ahmad Dar	Head Assistant	Directorates of I&C, Jammu/Kashmir.
6.	Rafiq Bano	Head Assistant	EDI/IICT/ CDI House Committee Report
7.	Zahir Ahmad Wani	Head Assistant	Directorate of Handicrafts and Handloom, J/K
8.	Ranjeet Singh	Head Assistant	SIDCO,SICOP/NI/Governors Grievances/Public Monitoring Grievances System
9.	Showkat Ahmad Reshi	Head Assistant	Office Administration and Re-Organization/JKITIDC
10.	Sohan Lal	Head Assistant	KVIB RSQ/LSQ issues & CoS Meetings
11.	Sunil Kumar	Head Assistant	General Section
12.	Kanika Gupta	Head Assistant	Handloom and Handicraft Development Corporation/Government of India Grievances/JKI
13.	Rinkal Basliya	Head Assistant	JKCL/PSGA/JKTPO
14.	Harjeet Singh	Senior Assistant	Handloom and Handicraft Development Corporation/ Governors Grievances/Public Monitoring Grievances System
15.	Satish Safaya	Senior Assistant	Directorate of Handicrafts and Handloom, J/K /Office Administration and Re-organization
16.	Mohammad Aftab	Senior Assistant	Nazarat Section (Nazir)
17.	Rahul Hansa	IPO	Web Management/IT interventions/uploading of posting details on the vigilance portal of GAD for obtaining vigilance clearance.
18.	Showkat Hussain Khanday	Steno/R <	SIDCO/SICOP/NI/ JKTPO
19.	Satish Kumar Parihar	Senior Assistant	Legal Section

63039/2022/O/o Clerical Hall-I&C

20.	Dileep Kumar	Senior Assistant	General Section/CoS Meetings
21.	Safoora Majid	Junior Assistant	JKI/EDI/JKCL/Scanning & Uploading of communications and forwarding of communications to the concerned departments through e-mail
22.	Talat Aziz	Junior Assistant	DIC J/K, PSGA
23.	Umar Rashid	Junior Assistant	KVIB/LSQ & RSQ issues/CDI/IICT/GoI Grievances/House Committee Report/JKITIDC
24.	Ishfaq Ahmad	Orderly	He shall assist Dy Secy (A).
25.	Aman Sharma	Orderly	RTI Section. He shall also assist Additional Secretary (K) in addition to his own assignment.
26.	Arjun Gupta	Orderly	Scanning & Uploading of communications and forwarding of communications to the concerned departments through e-mail. Besides, he shall assist the Administration Section at Jammu.

By order.

(Signature)
 (Sartaj Hussain Madni)

Deputy Secretary to the Government.

No:-IC-ADM/27/2021-02

Dated:- 19.05.2022

Copy to the:-

1. Secretary in the Industries and Commerce Department.
2. Director, Finance, Industries and Commerce Department.
3. Additional Secretary to the Government, Industries and Commerce Department.
4. Deputy Secretary (A/S) to the Government, Industries and Commerce Department.
5. SLO, Industries and Commerce Department.
6. Pvt. Secretary to Financial Commissioner(Additional Chief Secretary), Industries and Commerce Department.
7. All the Concerned.
8. Office Order file(w.3.s.c).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Srinagar**

Subject:- Work Distribution of Gazetted Officers of Industries & Commerce Department.

**Office Order No: 32 -IND of 2022
D a t e d : 02 -06-2022**

In supersession of all previous orders issued on the subject, the following work distribution amongst Gazetted Officers of Industries & Commerce Department is hereby ordered with immediate effect :-

S. No	Name of the Officer	Designation	Category of subjects allotted
01	Ms. Kusum Badyal	Secretary in the Department	Subjects pertaining to Planning and Establishment Section
02	Mr. Suresh Kumar Koul	Director Finance	All financial matters pertaining to the Department; JKDFC; CAG paras/reports; Biometric Attendance; SLBC related issues.
03	Mr. Kewal Krishan	Additional Secretary	All Sections looked after by Dy. Secretary (A/S)
04	Mr. Om Prakash	Joint Director Planning	All Planning and Development matters ; Nodal Officer for all Development Schemes of I&C and other Departments; Development of Industrial Estates ; BRAP/EoDB

05	Mr. Aadil Fareed	Deputy Secretary	Handicrafts & Handloom Department; J&K Handicrafts & Handloom Corporation; IICT; KVIB; EDI; JKCL; JKI; Legislative Assembly/Parliament Business/ House Committee report/Governors/GOI Grievances; Inquiries/RDAs (concerned sections).
06	Mr. Sartaj Hussain Madni	Deputy Secretary	DIC Jammu/Kashmir; Cross LoC Trade; SIDCO; SICOP; General Section; Cos meeting issues, PSGA; JKTPO; JKITIDC; Office Administration; Inquiries/RDAs (concerned sections).
07	Mr. Kabir Ahmad Malik	Senior Law Officer	Legal Matters
08	Mr. Sanjeev Kumar	Under Secretary	DIC, Jammu/Kashmir, Cross LoC Trade, SIDCO. SICOP. JKTPO General Section, CoS Meeting issues, PSGA. Public Monitoring Grievances System Inquiries/RDAs of concerned sections Legislative Assembly/Parliamentary Business/ House Committee Report RTI of concerned sections.
09	Mr. Abid Khan	Under Secretary	Handicrafts & Handloom Department. JKITIDC JKI KVIB. JKCL PIO under RTI Act, 2005 of concerned sections.

10	Mr. Anil Sharma	Under Secretary	Office Administration/Re-organization. J&K, Handloom and Handicrafts Corporation. Governor's Grievances, Govt of India Grievances. EDI IICT/CDI. RTI of concerned sections.
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1. All files to be submitted to Financial Commissioner/ACS, I&C Department shall be routed through Secretary in the Department I&C as per the above work distribution except Legal and Financial matters which shall be submitted by Senior Law Officer and Director Finance directly to the Financial Commissioner/Additional Chief Secretary;
2. Under Secretaries shall route the file through Deputy Secretary concerned for onward submission.
3. In case any officer is on leave, the files shall be submitted to the next higher officer in line.

By order.

(Sartaj Hussain Madni)

Deputy Secretary to the Government

Dated:- 09-06-2022.

No:IC-ADM/20/2021-07

Copy to the:-

1. Secretary in the Industries and Commerce Department.
2. Additional Secretary to the Government, Industries & Commerce Department.
3. Deputy Secretary (A/S) to the Government, Industries & Commerce Department.
4. Senior Law Officer, Industries and Commerce Department.
5. Under Secretary (S/A/A) to the Government, Industries and Commerce Department.
6. Private Secretary to Financial Commissioner/Additional Chief Secretary, Industries & Commerce Department.
7. All the Concerned Officers.
8. Office Order file (w.3.s.c.)

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Sanction of non-refundable G.P. Fund withdrawal of **Rs.1.66 Lakh (Rupees One lakh sixty-six thousand)** only in favour of Mrs. Niki Jahan, I/c Section Officer, Industries & Commerce Department under G.P. Fund account No. CC-910012037.

Office Order No: **33** - IND of 2022
D A T E D : **02** - 06 - 2022

In pursuance of Rule 15 (1) (C) of G.P. Fund (Central Service) Rules 1960, sanction is hereby accorded to the grant of **Rs.1,66,000=00 (Rupees One lakh sixty-six thousand)** only in favour of Mrs. Niki Jahan, I/c Sectional Officer, Industries and Commerce Department out of her credit balance under G.P. Fund account No. **CC-910012037**.

The credit position of the G.P. Fund balance is as under:-

1. Closing balance as per schedule for the year 2020-21	Rs.-14,50,536=00
2. Subscriptions from 03/2021 to 04/2022	Rs. = 80,000=00
3. Refunds from 03/2021 to 04/2022	Rs. Nil-
4. DA arrears from 03/2021 to 04/2022	Rs. Nil-
Total (1-4)	Rs. 15,30,536=00
5. Withdrawal from 03/2021 to 04/2022	Rs. 13,45,000=00
Net balance as on 30-04-2022.	Rs. 1,85,536=00

As per available Service records, the official will retire on superannuation in less than **one year** i.e. 30.06.2022

By order.


Director Finance
Industries & Commerce Deptt.

NO:IC-ADM/51/2021-02
Copy to the:-

Dated: **02** -06-2022

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu/Srinagar.
3. Pvt. Secretary to Financial Commissioner (Addl. Chief Secretary)I&C Deptt.
4. Nazir, Industries & Commerce Department for n/a.
5. Concerned official.
6. Office order files (w.2. S.Cs)

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Srinagar

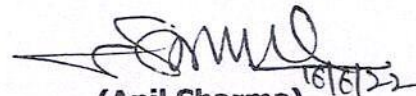
Subject:- Grant of Child Care Leave in favour of Smt. Rinkal Basliya, I/c Head Assistant, Industries and Commerce Department.

Office Order No: 34 -IND of 2022
Dated : 16 - 06 - 2022

In terms of Rule 41-A of J&K Civil Services (Leave) Rules, 1979 read with SRO-232 dated 22.07.2015, sanction is hereby accorded to the grant of 40 days Child Care Leave w.e.f. 06.06.2022 to 15.07.2022 in favour of Smt. Rinkal Basliya, I/c Head Assistant, Industries and Commerce Department.

Sh. Sohan Lal, Head Assistant of Industries & Commerce Department shall look after the work assigned to Smt. Rinkal Basliya, I/c Head Assistant in addition to work already assigned to him during the leave period of the official.

By order.


(Anil Sharma)

Under Secretary to Government
Dated:- 16-06-2022.

No.IC-ADM/34/2022-02

Copy to the :-

1. Director Finance, Industries and Commerce Department.
2. Additional Secretary to Government, Industries and Commerce Department.
3. Deputy Secretary to the Government, Industries and Commerce Department.
4. Under Secretary (S/A/A) to the Government, Industries and Commerce Department.
5. Pvt. Secretary to the Financial Commissioner (Additional Chief Secretary), Industries and Commerce Department.
6. Concerned official.
7. Office Order file.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Srinagar**

Subject:- Grant of Earned Leave in favour of Sh. Ranjeet Singh, Head Assistant, Industries and Commerce Department.

Office Order No: 35-IND of 2022

Dated : 17 - 06 - 2022

In terms of Rule 26 of J&K, Civil Services, leave Rules, 1979, sanction is hereby accorded to 30 days earned leave w.e.f. 06.06.2022 to 05.07.2022 in favour of Sh. Ranjeet Singh, Head Assistant in connection with construction of house.

Sh. Zahir ahmad Wani, Head Assistant of Industries & Commerce Department shall look after the work assigned to Ranjeet Singh, Head Assistant in addition to work already assigned to him during the leave period of the official.

By order.


(Anil Sharma) 17/6/22

Under Secretary to Government

Dated:- 17-06-2021.

IC-ADM/29/2022-02

Copy to the:-

1. Director Finance, Industries and Commerce Department.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary), Industries and Commerce Department.
3. Concerned official.
4. Office Order file (w.3.s.c.).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Srinagar**

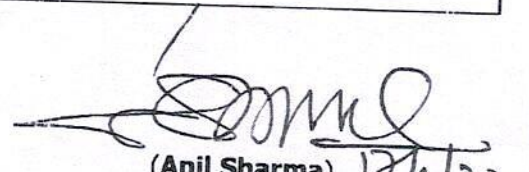
Subject:- Work Distribution of Non-Gazetted officials of Industries & Commerce Department.

Office Order No: **36** -IND of 2022
D a t e d : **17** -06-2022

In partial modification of Office Order No.31-IND of 2022 dated 19.05.2022 following distribution of work amongst Non-Gazetted officials of Industries & Commerce Department is hereby ordered with immediate effect :-

S.No.	Name of the official	Designation	Section assigned
1.	Showkat Ahmad Reshi	Head Assistant	Office Administration and Re-Organization/ JKTPD
2.	Rinkal Basliya	Head Assistant	JKCL/PSGA/ JKITIDC
3.	Safoora Majid	Junior Assistant	JKI/EDI/Scanning & Uploading of communications and forwarding of communications to the concerned departments through e-mail
4.	Talat Aziz	Junior Assistant	DIC J/K, PSGA, SIDCO/SICOP/ JKTPD
5.	Umar Rashid	Junior Assistant	KVIB/LSQ & RSQ issues/CDI/IICT/GoI Grievances/House Committee Report/JKITIDC/ NI/ JKCL
6.	Mohammad Shafi	Orderly	Dispatch work at Srinagar office.

By order.


(Anil Sharma) 17/6/22
Under Secretary to the Government

No:IC-ADM/27/2021-02

Copy to the:-

Dated:- **17** -06-2022

1. Secretary in the Industries and Commerce Department.
2. Additional Secretary to the Government, Industries & Commerce Department.
3. Deputy Secretary (A/S) to the Government, Industries & Commerce Department.
4. Under Secretary (S/A/A) to the Government, Industries and Commerce Department.
5. Pvt. Secretary to Financial Commissioner (Additional Chief Secretary), Industries & Commerce Department.
6. All the Concerned.
7. Office Order file (w.3.s.c.)

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject:- Constitution of Approving Committee in terms of Rule 4 of Rise Together scheme Guidelines.

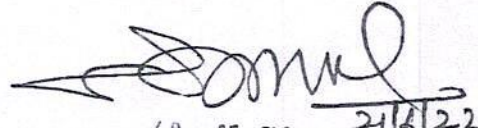
Reference:- Order No. 48-MY-2022 dated 01.06.2022 issued by Mission Youth, J&K.

Office Order No.37- IND of 2022

Dated: 21.06.2022

Mr. Aadil Fareed, Deputy Secretary to the Government, Industries and Commerce Department is hereby nominated as Member of Approving Committee for sanction of Assistance under Rise Together Scheme of Mission Youth, J&K on behalf of Industries & Commerce Department.

By Order.


(Anil Sharma) 21/6/22

Under Secretary to the Government

No. IC-Adm/50/2022-02

Copy to:

Dated: 21.06.2022

1. Chief Executive Officer, Mission Youth, J&K for information.
2. Secretary to the Government, Industries and Commerce Department for information.
3. Additional Secretary to the Government, Industries and commerce Department for information.
4. Deputy Secretary (A/S) to the Government, I&C for information.
5. Pvt. Secretary to the Additional Chief Secretary/Financial Commissioner, Industries and Commerce Department for information.
6. Office Order file.

Subject:- Grant of Earned Leave.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject:- Grant of Earned Leave.

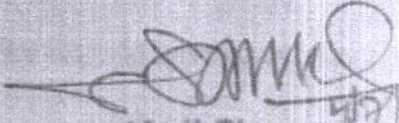
Office Order No. 38- IND of 2022

Dated: 03/07.2022

In terms of Rule 26 of J&K Civil Services Leaves Rules 1979, Sanction is hereby accorded to the grant of Earned Leave for a period of 25 days w.e.f 20.06.2022 to 20.07.2022 in favour of Mr. Vikas Sharma, I/c Section Officer, Industries and Commerce Department.

It is further ordered that Mr. Feroz Ahmad, Section officer shall look after the work assigned to Mr. Vikas Sharma in addition to his own duties till Mr. Vikas Sharma resumes his duties.

By Order.


(Anil Sharma)

Under Secretary to the Government

No. IC-Adm/52/2022-02

Dated: 07.2022

Copy to:

1. Director, Finance, Industries and Commerce for information and necessary action.
2. Deputy Secretary to the Government (S), Industries and Commerce for information.
3. Private Secretary to Financial Commissioner/ Additional Chief Secretary, Industries and Commerce Department for information.
4. Concerned officials.
5. Office Order for information.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Srinagar/Jammu.**


Subject:- Nomination of Nodal Officer.

Office Order No. 39 - IND-of 2022

D A T E D : 05 -07- 2022

Mr. OM Parkash, Joint Director, Industries and Commerce Department is hereby nominated as Information Security Officers to coordinate with the Information Technology Department in matters related to Cyber Security Audit.

By order.


(Sanjeev Kumar)
Under Secretary to Government,

No:- IC-GEN/23/2021-02

Dated:- 05.07.2022

Copy to the:-

1. Secretary to Government, Information Technology Department.
2. Joint Director (P&S), Industries and Commerce Department.
3. Pvt. Secretary to Financial Commissioner(Additional Chief Secretary), I&C.
4. Office order file/stock file.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Srinagar**

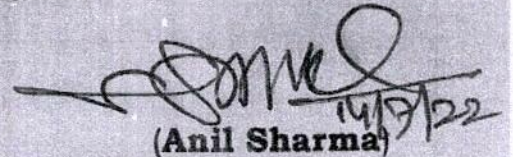
Subject:- Grant of Earned Leave in favour of Mr. Ummar Rashid, Junior Assistant, Industries & Commerce Department.

Office Order No: 46-IND of 2022
Dated :- 14.07-2022

In terms of Rule 26 of J&K, Civil Services, leave Rules, 1979, sanction is hereby accorded to the grant of 25 days earned leave w.e.f 12.07.2022 to 05-08-2022 in favour of Mr. Ummar Rashid, Junior Assistant in connection with medical treatment.

Ms. Safoora Majid, Junior Assistant, I&C Department shall look after the work assigned to Mr. Ummar Rashid, in addition to her own duties till Mr. Ummar Rashid resumes his duties.

By order.


(Anil Sharma)

Under Secretary to Government

IC-ADM/54/2022-02

Dated:- 14-07-2022

Copy to the:-

1. Director, Finance, Industries & Commerce Department with the request to kindly get the earned leave entered in Service Record of the official.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary) Industries & Commerce Department.
3. Concerned officials.
4. Office Order file (w.3.s.c).

1

0/c

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:-Sanction of Non-Refundable G.P. Fund Withdrawal of Rs. 90,000/- (Rupees Ninety Thousand Only) in favour of Mr. Abid Khan, I/C Under-Secretary, Industries and Commerce Department out of his G.P Fund Account No. CC-910003851.

Office Order No:-**41**-IND of 2022
DATED :-**15**-07-2022

In pursuance of Rule 15(1)B(d) of The General Provident Fund (Central Services) Rules 1960, sanction is hereby accorded to the grant of Non-Refundable G.P. Fund Withdrawal of Rs. 90,000/- (Rupees Ninety Thousand Only) in favour of Mr. Abid Khan, I/C Under-Secretary, Industries and Commerce Department out of his G.P Fund Account No. CC-910003851 for the purpose of alterations to his house.


The credit position of G.P. Fund balance of the official is as under:-

1.Balance as per the Statement for the year 2021-22	Rs. 67,806/-
2.Subscription from 03/2022 to 06/2022	Rs. 18,000/-
3.Refunds from 03/2022 to 06/2022	Rs. 33,672/-
Total=	Rs. 1,19,478/-
Less: Withdrawal from 03/2022 to 06/2022	Nil
Net balance available on ending 06/2022	Rs 1,19,478/-

The officer has completed more than 10 years of required service as his D.O. Appointment is 22.06.1992.

By order.

NO:IC-ADM/14/2021


Director Finance
Industries & Commerce Department.
Dated: **15**-07-2022

Copy to the:-

- 1.Treasury Officer, Moving Treasury Civil Secretariat, Jammu.
- 2.Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu.
- 3.Pvt. Secretary to Financial Commissioner/ACS, I&C Department.
- 4.Nazir, Industries & Commerce Department for n/a.
- 5.Office order file (w.2.S.Cs).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu**

Subject:-Sanction of Non-Refundable G.P. Fund Withdrawal of Rs. 8,00,000/- (Rupees Eight Lakh Only) in favour of Mr. Sunil Kumar Raina, Statistical Officer, Industries and Commerce Department out of his G.P Fund Account No. CC-910011784.

**Office Order No:- 42 IND of 2022
DATED :- 15-07-2022**

In pursuance of Rule 15(1)B(d) of The General Provident Fund (Central Services) Rules 1960, sanction is hereby accorded to the grant of Non-Refundable G.P. Fund Withdrawal of Rs. 8,00,000/- (Rupees Eight Lakh Only) in favour of Mr. Sunil Kumar Raina, Statistical Officer, Industries and Commerce Department out of his G.P Fund Account No. CC-910011784 for the purpose of construction of house.

The detailed of her credit balance in her G.P Fund account is given as under:-

1.	Closing balance as per the Schedule for the year 2021-22 Issued by Accounts Officer GPF Moving Cell	18,23,639=
2.	Subscription from 04/2022 to 05/2022	21,000=
3.	Refund from 04/2022 to 05/2022	nil=
4.	D.A arrears from 04/2021 to 05/2022	nil=
Total Balance as 31.05.2022		18,44,639=
5.	Withdrawals from 04/2022 to 05/2022.	nil=
Net balance as on ending 31.05.2022		18,44,639=

The officer has completed more than 10 years of required service as his D.O. Appointment is 24.09.2001.

By order.


**Director Finance
Industries & Commerce Department.**

Dated: 15-07-2022

NO:IC-ADM/56/2022

Copy to the:-

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu.
2. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu.
3. Pvt. Secretary to Financial Commissioner/ACS, I&C Department.
4. Nazir, Industries & Commerce Department for n/a.
5. Office order file (w.2.S.Cs).

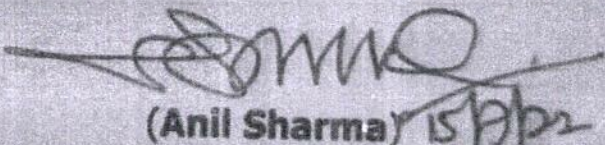
Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu

Subject:- Grant of Cash-in-lieu of Leave salary of Mrs. Niki Jahan,
I/c Section Officer, Industries & Commerce Department.

Office Order No: 43-IND of 2022.
Dated : 15-07-2022.

In terms of Rule 37 of J&K Civil Services (Leave) Rules, 1979 read with SRO-124 dated 17.04.1998, sanction is hereby accorded to the grant of Cash-in-Lieu of Leave Salary equivalent to 300 days of Earned Leave in favour of Mrs. Niki Jahan, I/c Section Officer, Industries and Commerce Department, who retired on superannuation pension on 30.06.2022.

By Order.


(Anil Sharma) 15/7/22
Under Secretary to Government
Dated:- 15.07.2022.

No:-IC-ADM/51/2021-02

Copy to the:-

1. Director Finance, Industries and Commerce Department.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary, Industries and Commerce Department).
3. Concerned Officer.
4. Office Order file (w.2.s.c).

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Srinagar

Subject:- Grant of Earned Leave in favour of Mr. Masoud Ahmad Dar, Head Assistant, Industries & Commerce Department.

Office Order No: 44 -IND of 2022
Dated : - 18 .07 -2022

In terms of Rule 26 of J&K, Civil Services, leave Rules, 1979, sanction is hereby accorded to the grant of 15 days earned leave w.e.f 18.07.2022 to 01.08.2022 in favour of Mr. Masoud Ahmad Dar, Head Assistant, Industries & Commerce Department in connection with medical treatment of his wife.

It is further ordered that Ms. Kanika Gupta, Head Assistant, I&C Department shall look after the work assigned to Mr. Masoud Ahmad Dar, in addition to her own duties till Mr. Masoud Ahmad Dar resumes his duties.

By order.


(Anil Sharma)

Under Secretary to Government

Date: 18-07-2022

IC-ADM/62/2022-02

Copy to the:-

1. Director, Finance, Industries & Commerce Department with the request to kindly get the earned leave entered in Service Record of the official.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary) Industries & Commerce Department.
3. Concerned officials.
4. Office Order S.S.W.3.S.C.

Subject:-


Work Distribution of Non-Gazetted officials of Industries & Commerce Department.

Office Order No: 45 -IND of 2022
Dated : 19 -07-2022

In partial modification of Office Order No.31-IND of 2022 dated 19.05.2022 following distribution of work amongst Non-Gazetted officials of Industries & Commerce Department is hereby ordered with immediate effect :-

No.	Name of the official	Designation	Section assigned
1.	Mr. Ramesh Kumar	Section Officer	KVIB/General Section/JKI/JKTPO/CoS meetings/Office Administration, Re-organization/Public Monitoring Grievances System APIO-RTI concerned sections.
2.	Mr. Feroz Ahmad Hajam	Section Officer	Directorates of I&C, Jammu/Kashmir/House Committee Report/JKCL/CDI/LSQ and RSQ/EDI/IICT issues, APIO -RTI concerned Sections
3.	Mr. Vikas Sharma	I/c Section Officer	Directorate of Handicrafts and Handloom, J/K and Handloom and Handicrafts Corpn./SIDCO, SICOP/NI/PSGA/GoI Grievances/Governors Grievances/JKITIDC/ APIO-RTI concerned sections.

By order.


(Anil Sharma) 19/7/22

Under Secretary to the Government

Dated:- 19 -07-2022

No:IC-ADM/27/2021-02

Copy to the:-

1. Secretary in the Industries and Commerce Department.
2. Additional Secretary to the Government, Industries & Commerce Department.
3. Deputy Secretary (A/S) to the Government, Industries & Commerce Department.
4. Under Secretary (S/A/A) to the Government, Industries and Commerce Department.
5. Pvt. Secretary to Financial Commissioner (Additional Chief Secretary), Industries & Commerce Department.
6. All the Concerned.

Subject:- Constitution of QD Cell for ongoing Monsoon Session.

Office Order No: 46 -IND of 2022

Dated : 20 - 07 -2022

The following QD Cell of Officers/Officials of the Industries & Commerce Department is hereby constituted for timely reply to Lok Sabha/Rajya Sabha business of current Parliament Session, 2022 (Monsoon Session). The Cell shall be headed by Additional Secretary to the Government, and assisted by Deputy Secretary (A/S) to the Government Industries & Commerce Department:-

S.No	Name of the Officer/Official	Designation/Section
1	Sanjeev Kumar	Under Secretary
2	Anil Sharma	Under Secretary
3	Abid Khan	Under Secretary
4	Ramesh Kumar	Section Officer
5	Feroz Ahmad	Section Officer
6	Feroz Ahmad Bazaz	Assistant Accounts Officer
7	Suneet Singh	Statistical Assistant
8	Ashiq Hussain	Accountant
9	Showket Ahmad Reshi	Head Assistant
10	Zahir Ahmad Wani	Head Assistant
11	Kanika Gupta	Head Assistant
12	Rahul Hansa	Web Incharge
13	Satish Safaya	Sr. Assistant
14	Harjeet Singh	Sr. Assistant
15	Dileep Kumar	Sr. Assistant
16	Satish Kumar	Sr. Assistant
17	Talak Aziz	Junior Assistant
18	Umar Jan Bhat	(Planning Section)

19	Isnraq Ahmad	Orderly
20	Mr. Arjun Gupta	Orderly
21	Mukhtar Ahmad	Orderly
22	Mohammad Ashraf	Orderly
23	Gurjeet Singh	Orderly
24	Mohammad Shafi Lone	Jamadar
25.	Hilal Ahmad	Orderly
26.	Altaf Ahmad	Orderly
27.	Ramesh Kumar	Legal Section
28.	Aman Sharma	Orderly
29.	Nissar Ahmad	Orderly

During the Monsoon Session of Parliament the Officers/Officials who are assigned the work of QD cell shall not leave the office without seeking prior permission of the authorities so designated. Besides, Mr. Rahul Hansa/Harjeet Singh/Satish Kumar Parhar/Talak Aziz, Web I/c, Senior Assistants and Junior Assistant, respectively, are fully responsible for maintaining record of questions related to the business/ receiving/transmission reply of questions to Government of India for current Parliament Session 2022 (Monsoon Session).

By order.



(Anil Sharma)

Under Secretary to Government

IC-ADM/107/2021-02

Dated:- 20-07-2022.

Copy to the:-

1. Secretary in the Industries and Commerce Department for information.
2. Director Finance, Industries and Commerce Department for information.
3. Deputy Secretary (S/A) to the Government, Industries and Commerce Department for information.
4. Under Secretary (S/A/A) to the Government, Industries and Commerce Department for information.
5. Private Secretary to Financial Commissioner (Additional Chief Secretary) Industries and Commerce Department for information.
6. Concerned officials.

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:-Sanction of Non-Refundable G.P. Fund Withdrawal of Rs. 3,00,000/- (Rupees Three Lakh Only) in favour of Mr. Satish Safaya, Senior Assistant, Industries and Commerce Department out of his G.P Fund Account No. CC- 910009147.

Office Order No:- **47** IND of 2022
DATED :- **25** -07-2022

In pursuance of Rule 15 (B)I of The General Provident Fund (Central Services) Rules 1960 read with amendment vide No. 3/2/2017-P&PW(F)(ii) dated 07/03/2017, sanction is hereby accorded to the grant of Non-Refundable G.P. Fund Withdrawal of Rs. 3,00,000/- (Rupees Three Lakh Only) in favour of Mr. Satish Safaya, Senior Assistant, Industries and Commerce Department out of his G.P Fund Account No. CC- 910009147 for the purpose of Purchase of Motor Cycle.

The detailed of her credit balance in her G.P Fund account is given as under:-

1.	Closing balance as per the Schedule for the year 2020-21 Issued by Accounts Officer GPF Moving Cell	20,71,666=
2.	Subscription from 03/2021 to 06/2022	3,20,000=
3.	Refund from 03/2021 to 06/2022	nil=
4.	D.A arrears from 03/2021 to 06/2022	nil=
	Total Balance as on ending June 2022	23,91,666=
5.	Withdrawals from 03/2022 to 06/2022.	nil=
	Net balance as on ending June, 2022	23,91,666=

The officer has completed more than 10 years of required service as his D.O. Appointment is 14.05.1999.

By order.


Director Finance
Industries & Commerce Department.
Dated: **25** -07-2022

NO:IC-ADM/1/2021

Copy to the:-

- 1.Treasury Officer ,Moving Treasury Civil Secretariat, Jammu.
- 2.Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu.
- 3.Pvt. Secretary to Financial Commissioner/ACS, I&C Department .
- 4.Nazir, Industries & Commerce Department for n/a.
- 5.Office order file (w.2.S.Cs).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Srinagar/Jammu**

Subject: Appointment of Inquiry Officer - Deputation thereof.

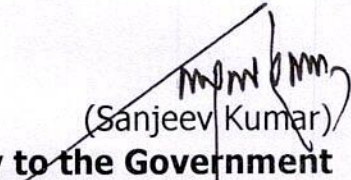
Ref:- GO No 122-JK(IND) of 2022 dated 22.07.2022

Office Order No: 48 -JK(IND) of 2022

Dated: 27.07.2022

Sanction is hereby accorded to the deputation of Mr. Vikas Sharma, Section Officer, Handicrafts & Handloom Section in I&C Department, presently working from Srinagar Secretariat, to Jammu, on urgent basis, in connection with providing of the requisite record to Director Finance I&C Deptt (Inquiry Officer) requested by him vide OM No IC-HHD/15/2022-02 dated 26.07.2022.

By order.


(Sanjeev Kumar)
Under Secretary to the Government

No: IC-GEN/131/2022-02
Copy to the:-

Dated: 27.07.2022

1. Secretary in the Industries & Commerce Department, J&K.
2. Director Finance Industries & Commerce Department.
3. Private Secretary to Financial Commissioner (Additional Chief Secretary), Industries & Commerce Department, J&K.
4. Office Order file (w.3.s.c).
5. I/c Website, I&C Department.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Srinagar**

Subject:- Grant of Child Care Leave in favour of Mtr. Nighat Mukhtar,
Junior Statistical Assistant, Industries and Commerce Department.

Office Order No: 50 -IND of 2022

Dated : 29 - 07 - 2022

In terms of Rule 41-A of J&K Civil Services (Leave) Rules, 1979 read with SRO-232 dated 22.07.2015, sanction is hereby accorded to the grant of 12 days Child Care Leave in favour of Mtr. Nighat Mukhtar, Junior Statistical Assistant, Industries and Commerce Department w.e.f. 25.07.2022 to 05.08.2022.

Mr. Umar Jan Bhat, Computer Assistant, Planning Section shall look after the work assigned to Mtr. Nighat Mukhtar, Junior Statistical Assistant in addition to his own duties, till Mtr. Nighat Mukhtar, JSA resumes her duties.

By order.


(Anil Sharma) 29/7/22

Under Secretary to the Government

Dated:- 29 -07-2022.

No.IC-ADM/42/2021-02
Copy to the :-

1. Director Finance, Industries and Commerce Department for information and necessary action.
2. Additional Secretary to Government, Industries and Commerce Department.
3. Deputy Secretary to the Government (S/A), Industries and Commerce Department.
4. Under Secretary (A) to the Government, Industries and Commerce Department.
5. Pvt. Secretary to Principal Secretary to the Government/ACS, Industries and Commerce Department.
6. Concerned officials.
7. Office Order file.

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:-Sanction of Non-Refundable G.P. Fund Withdrawal of Rs. 2,00,000/- (Rupees Two Lakh Only) in favour of Mr. Feroz Ahmad Bazaz, Assistant Accounts Officer, Industries and Commerce Department out of his G.P Fund Account No. CC- 710101563.

Office Order No:- **51** IND of 2022
DATED :- **05**-08-2022

In pursuance of Rule 15 (1)(A)(c) of The General Provident Fund (Central Services) Rules 1960, sanction is hereby accorded to the grant of Non-Refundable G.P. Fund Withdrawal of Rs. 2,00,000/- (Rupees Two Lakh Only) in favour of Mr. Feroz Ahmad Bazaz, Assistant Accounts Officer, Industries and Commerce Department out of his G.P Fund Account No. CC-710101563 to defray the expenses in connection with treatment of disease/illness.

The detailed of his credit balance in her G.P Fund account is given as under:-

1.	Closing balance as per the Schedule for the year 2021-22 Issued by Accounts Officer GPF Moving Cell	1,68,088=
2.	Subscription from 03/2022 to 07/2022	60,000=
3.	Refund from 03/2022 to 07/2022	nil=
4.	D.A arrears from 03/2022 to 07/2022	nil=
Total Balance as on ending July 2022		2,28,088=
5.	Withdrawals from 03/2022 to 07/2022.	nil=
Net balance as on ending July, 2022		2,28,088=

The officer has completed more than 10 years of required service as his D.O. Appointment is 19.04.1989

By order.


Director Finance
Industries & Commerce Department.
Dated: **05**-08-2022

NO:IG-ADM/16/2021

Copy to the:-

- 1.Treasury Officer ,Moving Treasury Civil Secretariat, Jammu.
- 2.Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu.
- 3.Pvt. Secretary to Financial Commissioner/ACS, I&C Department .
- 4.Nazir, Industries & Commerce Department for n/a.
- 5.Office order file (w.2.S.Cs).

**Government of Jammu and Kashmir
Industries and Commerce
Department Civil Secretariat, J&K,
Srinagar**

Subject:- Grant of Earned Leave in favour of Mr. Abid Khan, Under Secretary to the Government, Industries & Commerce Department.

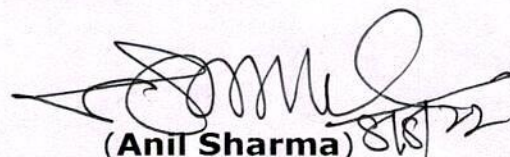
Office Order No:52-IND of 2022

Dated : -08.08 -2022

In terms of Rule 26 of J&K, Civil Services, leave Rules, 1979, sanction is hereby accorded to grant of 15 days earned leave w.e.f 10.08.2022 to 24.08.2022 in favour of Mr. Abid Khan, Under Secretary to the Government, Industries & Commerce Department with permission to leave the station in connection with medical treatment of his Mother at Amritsar.

Mr. Anil Sharma, Under Secretary to the Government, Industries and Commerce Department shall look after the work assigned to Mr. Abid Khan, in addition to his own duties till Mr. Abid Khan resumes his duties.

By order.



(Anil Sharma)

Under Secretary to the Government

IC-ADM/14/2021-02

Dated:-08-08-2022

Copy to the:-

1. Director, Finance, Industries & Commerce Department with the request to kindly get the earned leave entered in Service Record of the Officer.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary) Industries & Commerce Department.
3. Concerned Officers.
4. Office Order file (w.3.s.c).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu**

Subject:- Sanction of Refreshment Charges in favour of the Officers/Officials of Industries & Commerce Department.

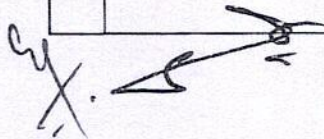
Office Order No: 53 -IND of 2022.

Dated : 24 - 08- 2022.

In pursuance of Government Order No.132-F of 2018 dated 26.03.2018 sanction is hereby accorded to the drawl of Rs.249800/- (Rupees two lac forty nine thousand eight hundred only) on account of refreshment charges in favour of below mentioned Officers/Officials of Industries & Commerce Department on account of attending duties late/early hours and on holidays during Parliament Session (January to April, 2022):-

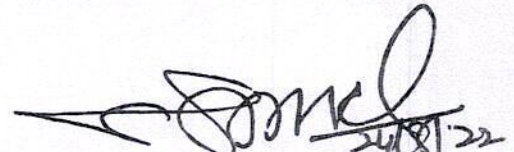
S. No.	Name of the officer/ official	Designation	No. of working days	Amount @150 per day	No. of Holidays	Amount @250 per days	Total amount due
1	Kewal Krishan	Additional Secretary	23	3450	08	2000	5550
2	Aadil Fareed	Deputy Secretary	23	3450	08	2000	5550
3	Sartaj Hussain Madni	Deputy Secretary	23	3450	08	2000	5550
4	Shabir Ahmad Mir	Private Secretary	23	3450	08	2000	5550
5	Sanjeev Sharma	I/C Private Secretary	23	3450	08	2000	5550
6	Sanjeev Kumar	Under Secretary	23	3450	08	2000	5550
7	Ramesh Kumar	Section Officer	23	3450	08	2000	5550
8	Feroz Ahmad	Section Officer	23	3450	08	2000	5550
9	Feroz Ahmad Bazaz	A.A.O	23	3450	08	2000	5550
10	Sunil Raina	St. Officer	23	3450	08	2000	5550
11	Shabir Ahmad Sheikh	PA	23	3450	08	2000	5550

12	Zahir Ahmad Wani	Head Assistant	20	3000	5	1250	4200
13	Showkat Reshi	Head Assistant	23	3450	08	2000	5550
14	Rinakal Basliya	Head Assistant	23	3450	08	2000	5550
15	Sarabjeet Singh	HA	23	3450	08	2000	5550
16	Vikas Sharma	I/c S.O	23	3450	08	2000	5550
17	Masoud Ahmad	HA	23	3450	08	2000	5550
18	Ranjit Singh	HA	23	3450	8	2000	5450
19	Kanika Gupta	HA	23	3450	08	2000	5550
20	Rahul Hansa	Web in-charge	23	3450	08	2000	5550
21	Ashiq Hussain	Accountant	23	3450	08	2000	5550
22	Harjeet Singh	SA	23	3450	08	2000	5550
23	Satish Safaya	Senior Assistant	23	3450	08	2000	5550
24	Showkat Hussain (now, transferred)	Senior Assistant	12	1800	02	500	2300
25	Ummar Rashid	Junior Assistant	20	3000	7	1750	4750
26	Dileep Kumar	Senior Assistant	23	3450	08	2000	5550
27	Satish Kumar	Senior Assistant	23	3450	08	2000	5550
28	Ghulam Rasool Lone	Senior Attendant	23	3450	08	2000	5550
29	Basher Ahmad Malik	Sr. Office Attendant	23	3450	08	2000	5550
30	Mohammad Yaseen Dar	Orderly	23	3450	08	2000	5550
31	Niyaz Ahmad Khan	Orderly	23	3450	08	2000	5550
32	Mohammad Rafiq Mir	Orderly	23	3450	08	2000	5550
33	Mohammad Yousuf Magnoo	Orderly	23	3450	08	2000	5550
34	Surinder Singh	Orderly	23	3450	08	2000	5550
35	Nisar Ahmad Sheikh	orderly	23	3450	8	2000	5550



36	Ishfaq Ahmad	Orderly	23	3450	08	2000	5550
37	Aman Sharma	Orderly	23	3450	08	2000	5550
38	Arjun Gupta	Orderly	23	3450	08	2000	5550
39	Mohammad Ashraf	Orderly	23	3450	08	2000	5550
40	Gurjeet Singh	Orderly	23	3450	08	2000	5550
41	Mohammad Shafi Lone	Orderly	23	3450	08	2000	5550
42	Rahul Raina	Orderly	23	3450	08	2000	5550
43	Hilal Ahmad	Orderly	23	3450	08	2000	5550
44	Gurcharan Singh	Driver	23	3450	08	2000	5550
45	Bikram Singh	Driver	23	3450	08	2000	5550
46	Mushtaq Ahmad	Driver	23	3450	08	2000	5550
Total							249800

By order.


(Anil Sharma)

Under Secretary to the Government

NO:IC-ADM/64/2021-02

Dated:- 24-08-2022

Copy to the:-

1. Treasury Officer, Moving Treasury, Civil Secretariat, Jammu/Srinagar.
2. Director, Finance, Industries & Commerce Department for necessary action.
3. Pvt. Secretary to the Financial Commissioner (Additional Chief Secretary), Industries & Commerce Department.
4. Office Order file (w,2.s.c.s).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu.**

Subject: Placement of services of Mr. Javid Ahmad Ganaie, Machinery Attendant, JK Cements Ltd. at the disposal of J&K KVIB.

**Office Order NO - 54 -JK (IND) of 2022
Dated- 01.09.2022**

The services of Mr. Javid Ahmad Ganaie, Machinery Attendant, Token No.1203 of JK Cements Ltd. who was on deputation to the Directorate of Handicrafts and Handloom, Kashmir are placed at the disposal of Vice Chairperson, J&K KVIB for further duties till further orders or till expiry of the deputation period of the official to the Handicrafts and Handloom Department, whichever is earlier. The official shall draw his monthly salary from the office of Director, Handicrafts and Handloom, Kashmir on production of monthly attendance certificate from J&K KVIB.

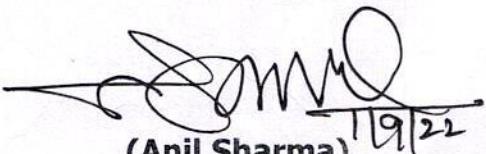
By order.

No:IC-ADM/70/2022-02

Dated 01.09.2022

Copy to the: -

1. Secretary in the Industries & Commerce Department.
2. Additional Secretary to the Government, Industries & Commerce Department.
3. Director, Handicrafts & Handloom, Kashmir.
4. Secretary/CEO JK KVIB for information.
5. Managing Director, JKCL for information.
6. Deputy Secretary (A) to the Government, Industries & Commerce Department.
7. Under Secretary (S/A) to the Government, Industries & Commerce Department.
8. Private Secretary to the Financial Commissioner/ACS, Industries & Commerce Department.
9. Concerned Official.
10. Office orders file (w.3.s.c.)


(Anil Sharma)
Under Secretary to the Government

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu

Subject: - Work distribution of Gazetted Officers of Industries and Commerce Department.

Office Order No: **55**-JK- (IND) of 2022

D a t e d : **01** - 09 - 2022

In supersession of all previous orders issued on the subject, the following work distribution amongst Gazetted Officers of Industries and Commerce Department is hereby ordered with immediate effect:-

S. No	Name of the Officer	Designation	Category of subjects allotted
1.	Ms. Kusum Badyal	Secretary in the Department	Subjects pertaining to Planning and Establishment Section
2.	Mr. Suresh Kumar Koul	Director Finance	All financial matters pertaining to the Department; JKDFC; CAG Paras/reports; Biometric Attendance; SLBC related issues
3.	Mr. Kewal Krishan	Additional Secretary	All Sections looked after by Dy. Secretary (Mr. Aziz Ahmad Rather, and Mr. Nadeem Iqbal Andrabi)
4.	Mr. Om Prakash	Joint Director Planning	All Planning and Development matters ; Nodal Officer for all Development Schemes of I&C and other Departments; Development of Industrial Estates; BRAP/EoDB
5.	Mr. Aziz	Deputy	Handicrafts & Handloom

	Ahmad Rather	Secretary	Department; Office Administration; J&K Handicrafts & Handloom Corporation; IICT; KVI B; EDI; JKCL ; JKI; Legislative Assembly/Parliament Business/ House committee report/Governors/GOI Grievances; Inquiries/RDAs (concerned Sections).
6.	Mr. Nadeem Iqbal Andrabi	Deputy Secretary	DIC Jammu/Kashmir; Cross LoC Trade; SIDCO; SICOP; General Section; Cos meeting issues, PSGA; JKTPO; JKITIDC; Inquiries/RDAs (concerned Sections).
7.	Mr. Kabir Ahmad Malik	Sr. Law Officer	Legal Matters
8.	Mr. Sanjeev Kumar	Under Secretary	DIC, Jammu/Kashmir, Cross LoC Trade, SIDCO. SICOP. JKTPO General Section, CoS Meeting issues, PSGA. Public Monitoring Grievance System Inquiries/RDAs of concerned sections Legislative Assembly/Parliamentary

			Business/ House Committee Report RTI of concerned sections.
09.	Mr. Anil Sharma	Under Secretary	Office Administration/Re-organization. J&K, Handloom and Handicrafts Corporation. Governor's Grievances, Govt of India Grievances. EDI/IICT/CDI RTI of concerned sections. EDI IICT/CD I. RTI of concerned sections.
10.	Mr. Abid Khan	Under Secretary	Handicrafts & Handloom Department. JKITID C JKI KVIB. JKCL PIO under RTI Act, 2005 of concerned sections.

1. All files to be submitted to Financial Commissioner/ACS, I&C Department shall be routed through Secretary in the Department I&C as per the above work distribution except Legal and Financial matters which shall be submitted by the Director Finance and Senior Law Officer directly to the Financial Commissioner/Additional Chief Secretary;
2. Under Secretaries shall route the files through the Deputy Secretary concerned for onward submission.
3. In case any officer is on leave, the files shall be submitted to the next higher officer in line.

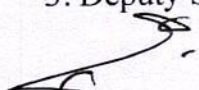
By order.

NO: IC-ADM/20/2021-07

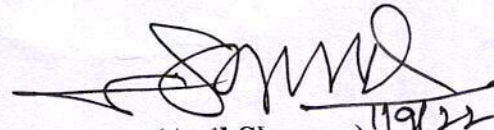
Dated: 01 -09.2022.

Copy to the:-

1. Secretary in the Industries and Commerce Department.
2. Additional Secretary to the Government, Industries & Commerce Department.
3. Deputy Secretary (A/N) to the Government, Industries & Commerce Department.



4. Under Secretary (S/A/A) to the Government, Industries and Commerce Department.
5. Pvt. Secretary to Financial Commissioner (Additional Chief Secretary), Industries & Commerce Department.
6. All concerned officers.
7. Office Order file (w.3.s.c.)


(Anil Sharma) 11/9/22

Under Secretary to the Government

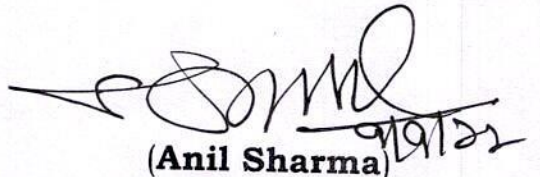
**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Srinagar**

Subject:- Grant of Earned Leave in favour of Mr. Talak Aziz, Junior Assistant, Industries & Commerce Department.

Office Order No: 56 -IND of 2022
Dated : - 09.09 -2022

In terms of Rule 26 of J&K, Civil Services, leave Rules, 1979, post-facto sanction is hereby accorded to the grant of 17 days earned leave w.e.f 16.08.2022 to 01.09.2022 in favour of Mr. Talak Aziz, Junior Assistant, Industries & Commerce Department in connection with the renovation/repair of his residential house.

By order.


(Anil Sharma)
Under Secretary to the Government

IC-ADM/69/2022-02

Dated:- 09-09-2022

Copy to the:-

1. Director Finance, Industries & Commerce Department with the request to kindly get the earned leave entered in Service Records of the official.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary) Industries & Commerce Department.
3. Concerned Official.
4. Office Order file (w.3.s.c).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Srinagar**

Subject:- Grant of Earned Leave in favour of Sh. Showkat Ahmad Reshi, Head Assistant, Industries and Commerce Department.


Office Order No: 57-IND of 2022

Dated : 14 - 09 - 2022

In terms of Rule 26 of J&K, Civil Services, leave Rules, 1979, sanction is hereby accorded to the grant of 20 days earned leave w.e.f. 12.09.2022 to 01-10-2022 in favour of Sh. Showkat Ahmad Reshi, Head Assistant in connection with repair and renovation of his residential house.

Mr. Sohan Lal, Head Assistant, I&C Department shall look after the work assigned to Sh. Showkat Ahmad Reshi in addition to his own duties.

By order.


(Anil Sharma) 14/9/22
Under Secretary to Government

IC-ADM/76/2022-02

Dated: 14-09-2022.

Copy to the:-

1. Director Finance, Industries and Commerce Department with the request to kindly get the earned leave entered in Service Record of the official.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary) Industries and Commerce Department.
3. Concerned officials.
4. Office Order file (w.3.s.c.).

Union Territory of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Jammu/Srinagar

Subject:- Sanction of Non-Refundable G.P. Fund withdrawal of Rs.5,00,000/- (Rupees Five lakh only) in favour of Mr. Nisar Ahmad Sheikh Orderly Industries & Commerce Department under G.P. Fund computer code account No. CC-830012755.

Office Order No: 58 -Ind of 2022
D A T E D : 15 - 09 - 2022


In pursuance of Rule 15 (1), A (d) of G.P. Fund (Central Service) Rules, 1960, sanction is hereby accorded to the grant of Non-Refundable G.P. Fund withdrawal of Rs.5,00,000/- (Rupees Five lakh only) in favour of Mr. Nisar Ahmad Sheikh Orderly, Industries and Commerce Department out of his credit balance under G.P. Fund computer code A/c No. **CC-830012755** to defray expenses on construction of his residential house.

The credit position of the G.P. Fund balance is as under:-

1. Closing balance as per schedule for the year 2021-22	Rs. 13,09,633=
2. Subscriptions from 03/2022 to 07/2022	Rs. 40,000=
3. Refunds from 03/2022 to 07/2022	Rs. 00=
4. DA arrears 03/2022 to 07/2022	Rs. 00=
Total Balance as 31/07/2022	Rs.13,49,633=
5. Withdrawal from 03/2022 to 07/2022	Rs. 00=
Net balance as on ending 31-07-2022.	<u>Rs.13,49,633=</u>

As per Service records the official has rendered more than 10 year of service.

By order.


Director Finance
Industries & Commerce Deptt.
Civil Secretariat Jammu/Srinagar

NO: IC-ADM/73/2022-02

Copy to the:

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Pvt. Secretary to Financial Commissioner (ACS) I&C Department.
3. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu/Srinagar .
4. Nazir, Industries & Commerce Department for n/a
5. Concerned official.
6. Officer order file (w.2. S.Cs)

Dated: 15 -09-2022

Union Territory of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Sanction of Non-Refundable G.P. Fund withdrawal of Rs.7,00,000/- (Rupees Seven lakh only) in favour of S. Harjeet Singh Senior Assistant Industries & Commerce Department under G.P. Fund computer code account No. CC-910007304.

Office Order No: 59 -Ind of 2022
D A T E D : 20 - 09 - 2022

In pursuance of Rule 15 (1), B (d) of G.P. Fund (Central Service) Rules, 1960, sanction is hereby accorded to the grant of Non-Refundable G.P. Fund withdrawal of Rs.7,00,000/- (Rupees Seven lakh only) in favour of S. Harjeet Singh Senior Assistant, Industries and Commerce Department out of his credit balance under G.P. Fund computer code A/c No. CC-910007304 to defray expenses in connection with renovation of his residential house.

The credit position of the G.P. Fund balance is as under:-

1. Closing balance as per schedule for the year 2021-22	Rs. 7,21,696=
2. Subscriptions from 03/2022 to 07/2022	Rs. 70,000=
3. Refunds from 03/2022 to 07/2022	Rs. 00=
4. D.A arrears from 03/2022 to 07/2022	Rs. 00=
Total Balance as 31/07/2022	Rs. 7,91,696=
5. Withdrawal from 03/2022 to 07/2022	Rs. 00=
Net balance as on ending 31-07-2022.	<u>Rs. 7,91,696=</u>

As per Service records the official has rendered more than 10 year of service.

By order.


Director Finance
Industries & Commerce Deptt.

Dated: 20 -09-2022

NO: IC-ADM/50/2021-02

Copy to the:

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Pvt. Secretary to Financial Commissioner (ACS) I&C Department.
3. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu/Srinagar .
4. Nazir, Industries & Commerce Department for n/a.
5. Concerned official.
6. Officer order file (w.2. S.Cs)

Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Srinagar

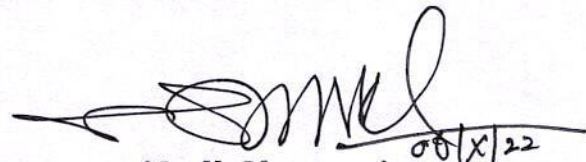
Subject: - Grant of Earned Leave in favour of Sh. Ashiq Hussain,
Accountant, Industries and Commerce Department.

Office Order No: 60-IND of 2022

Dated: 06-10-2022

In terms of Rule 26 of J&K, Civil Services, leave Rules, 1979, sanction is hereby accorded to the grant of 26 days earned leave w.e.f. 10.10.2022 to 04.11.2022 in favour of Sh. Ashiq Hussain, Accountant for his marriage ceremony. The Accounts Assistant(s) shall submit files directly to the Assistant Accountant Officer during his leave period.

By order.



(Anil Sharma)

Under Secretary to the Government



IC-ADM/76/2022-02

Dated:- -10-2022.

Copy to the:-

1. Director Finance, Industries and Commerce Department with the request to kindly get the earned leave entered in Service Record of the official.
2. Private Secretary to Financial Commissioner (Additional Chief Secretary) Industries and Commerce Department.
3. Concerned officials.
4. Office Order file (w.3.s.c.).

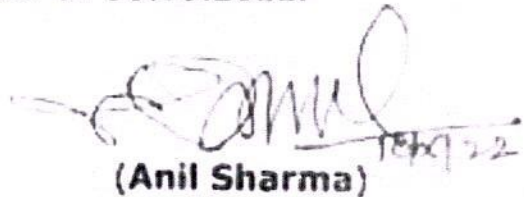
**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu.**

Subject:- Grant of Cash-in-lieu of Leave Salary of Sh. Ghulam Rasool Lone, Senior Office Attendant, Industries & Commerce Department.

**Office Order No: 61 -IND of 2022.
Dated : 10-10-2022.**

In terms of Rule 37 of J&K Civil Services (Leave) Rules, 1979 read with SRO-124 dated 17.04.1998, sanction is hereby accorded to the grant of Cash-in-Lieu of Leave Salary equivalent to 300 days of Earned Leave in favour of Sh. Ghulam Rasool Lone, Senior Office Attendant, Industries and Commerce Department, who retired on superannuation pension on 30.09.2022.

By Order.


(Anil Sharma)

Under Secretary to the Government

No:-IC-ADM/86/2021-02
Copy to the:-

Dated:-10.10.2022.

1. Director Finance, Industries and Commerce Department.
2. Private Secretary to Principal Secretary to the Government, Industries and Commerce Department.
3. Concerned.
4. Office Order file (w.2.s.c).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu.**

Subject:- Assigning of the charge of the post of the Director Planning, Industries and Commerce Department.

**Office Order No: 62-IND of 2022.
Dated : 11-10-2022.**

It is hereby ordered that, Mr. Suresh Koul, Director Finance, Industries and Commerce Department shall look after the charge of the post of Director Planning, Industries and Commerce Department, in addition to his own duties, till further orders.

ByOrder.


(Anil Sharma)
Under Secretary to the Government

No:-IC-ADM/83/2022-02
Copy to the:-

Dated:- 11.10.2022.

1. Director Finance, Industries and Commerce Department.
2. Joint Director, Planning, Industries and Commerce Department.
3. Private Secretary to Principal Secretary to the Government, Industries and Commerce Department.
4. Office Order file (w.2.s.c).

/132263/2022


**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject:- Grant of Earned Leave.

**Office Order No. 63 IND of 2022
Dated: 13.10.2022**

In terms of Rule 26 of J&K Civil Services Leaves Rules 1979, Sanction is hereby accorded to the grant of Earned Leave for a period of 30 days w.e.f 19.09.2022 to 18.10.2022 in favour of Mr. Nisar Ahmad Sheikh, Jamadar-I, Industries and Commerce Department , in connection with construction of his residential house.

By Order.


(Anil Sharma) 13/10/22

Under Secretary to the Government

No. IC-Adm/73/2022-02

Dated: 13.10.2022

Copy to:

1. Director Finance Industries and Commerce Department with the request to kindly get the earned leave entered in Service Record of the official.
2. Private Secretary to Principal Secretary to the Government, Industries and Commerce Department for information.
3. Concerned official.
4. Office Order file/stock file.

Union Territory of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Sanction of Non-Refundable G.P. Fund withdrawal of Rs.5,00,000/- (Rupees Five lakh only) in favour of Sh. Sunil Kumar Raina, Statistical Officer, Industries & Commerce Department under G.P. Fund computer code account No. CC-910011784.

**Office Order No: 84 Ind of 2022
D A T E D : 17 - 10 - 2022**

In pursuance of Rule 15 (1), B (d) of G.P. Fund (Central Service) Rules, 1960, sanction is hereby accorded to the grant of Non-Refundable G.P. Fund withdrawal of Rs.5,00,000/- (Rupees Five lakh only) in favour of Sh. Sunil Kumar Raina, Statistical Officer Industries and Commerce Department out of his credit balance under G.P. Fund computer code A/c No. CC-910011784 to defray expenses in connection with renovation of his residential house.

The credit position of the G.P. Fund balance is as under:-

1. Closing balance as per schedule for the year 2021-22	Rs. 18,23,639=
2. Subscriptions from 03/2022 to 09/2022	Rs. 53,000=
3. Refunds from 03/2022 to 09/2022	Rs. 00=
4. D.A arrears from 03/2022 to 09/2022	Rs. 00=
Total Balance as 30/09/2022	Rs. 18,76,639=
5. Withdrawal from 03/2022 to 09/2022	Rs. (8,00,000=
Net balance as on ending 30-09-2022.	Rs. 10,76,639=

As per Service records the official has rendered more than 10 year of service.

By order.


Director Finance
Industries & Commerce Deptt.

NO: IC-ADM/56/2022-02

Dated: 17 - 10 - 2022

Copy to the:

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Pvt. Secretary to Principle Secretary to Government, I&C Department.
3. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu Srinagar .
4. Nazir, Industries & Commerce Department for n/a.
5. Concerned official.
6. Officer order file (w.2. S.Cs)

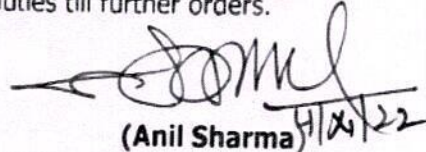
**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu**

Subject: Work Distribution.

**Office Order No.-65 -JK (IND) of 2022
Dated-04.11.2022**

Sh. Ummar Rashid, Junior Assistant is hereby assigned the work of RTI Section in addition to his own duties till further orders.

By order.



(Anil Sharma)

Under Secretary to the Government

NO.IC-ADM/98/2021-02

Dated 04.11.2022

Copy to the: -

1. Additional Secretary to the Government, Industries & Commerce Department.
2. Deputy Secretary to the Government, Industries & Commerce Department.
3. Under Secretary (S/A/A) to the Government, Industries & Commerce Department.
4. Private Secretary to Principal Secretary to the Government, Industries & Commerce Department.
5. All concerned.
6. Concerned Official.
7. Stock file.

Union Territory of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Sanction of Refundable G.P. Fund of Rs.2,00,000/- (Rupees Two lakh only) in favour of Mr. Masoud Ahmad Dar, Head Assistant, Industries & Commerce Department under G.P. Fund computer code account No. CC-910017035.

Office Order No: **66** -Ind of 2022
D A T E D : **07** - 11-2022

In pursuance of Rule 12 (1) (c) of G.P. Fund (Central Service) Rules, 1960, sanction is hereby accorded to the grant of Refundable G.P. Fund advance of Rs.2,00,000/- (Rupees Two lakh only) in favour of Mr. Masoud Ahmad Dar, Head Assistant, Industries and Commerce Department out of his credit balance under G.P. Fund computer code account No. CC-910017035 to defray expenses in connection with marriage ceremony of his brother.

The credit position of the G.P. Fund balance is as under:-

1. Closing balance as per schedule for the year 2021-22	Rs. 10,15,469=
2. Subscriptions from 04/2022 to 09/2022	Rs. 98,000=
3. Refunds from 04/2022 to 09/2022	Rs. 73,441=
4. D.A arrears from 04/2022 to 09/2022	Rs. 00=
Total Balance as 30/09/2022	Rs. 11,86,910=
5. Withdrawal from 04/2022 to 09/2022	Rs. nil=
Net balance as on ending 30-09-2022.	<u>Rs. 11,86,910=</u>

The GP Fund advance of Rs. 2,00,000/- (Rupees Two Lakh only) in terms of Rule 12 (1) (c) of G.P. Fund (Central Service) Rules, 1960, along with previous outstanding of Rs. 4,95,665/- aggregating to Rs. 6,95,665/- shall be recovered in 60 monthly installment @ Rs.11700/- per month and last one of Rs.5365/- from the salary of the official, commencing from the salary for the month of November 2022, the date of birth of the official is 15-12-1977.

By order.


Director Finance
Industries & Commerce Deptt.

Dated: **07** -11-2022

NO: IC-ADM/62/2022-02

Copy to the:

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Pvt. Secretary to Principle Secretary to Government, I&C Department.
3. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu/Srinagar .
4. Nazir, Industries & Commerce Department for n/a.
5. Concerned official.
6. Officer order file (w.2. S.Cs)

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject: - Work distribution among the Gazetted Officers of Industries and Commerce Department.

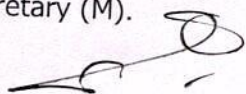
**Office Order No. 67 IND of 2022
Dated: 10.11.2022**

In supersession of all previous orders issued on the subject, the following work distribution amongst the gazette officers of Industries and Commerce Department is hereby ordered with immediate effect:-

S. No	Name of the Officer	Designation	Category of subjects allotted
01.	Mr. Suresh Kumar Koul	Director Finance	All financial matters pertaining to the Department; JKDFC; CAG Paras/reports; Biometric Attendance; Slbc related issues.
02	Mr. Aziz Ahmad Rather	Additional Secretary	DIC Jammu/Kashmir; Cross LoC Trade; SIDCO; SICOP; General Section; Cos meeting issues, JKTPO; JKITIDC; JKCL Public Service Guarantee Act Inquiries/RDAs (concerned Sections).
03.	Ms. Mamta Devi	Additional Secretary	Office Administration & Re-organization Handicrafts & Handloom Department; J&K Handicrafts & Handloom Corporation; IICT; KVIB; EDI; JKI; CDI; Legislative Assembly/Parliament Business/ House committee report/Governors/GOI Grievances/Public Monitoring grievance System Inquiries/RDAs (concerned Sections).

04.	Mr. Om Prakash	Joint Director Planning	All Planning and Development matters ; Nodal Officer for all Development Schemes of I&C and other Department; Development of Industrial Estates; BRAP/EoDB
05.	Mr. Nadeem Iqbal Andrabi	Deputy Secretary	DIC Jammu/Kashmir; Cross LoC Trade; SIDCO; SICOP/NI JKCL General Section; Cos meeting issues, JKTPO; JKITIDC; Public service Gurantee Act Inquiries/RDAs (concerned Sections).
06.	Mr. Kabir Ahmad Malik	Sr. Law Officer	Legal Matters
07.	Mr. Sanjeev Kumar	Under Secretary	DIC, Jammu/Kashmir, Cross LoC Trade, SIDCO. SICOP/NI JKTPO JKCL General Section, CoS Meeting issues, PSGA. Public Monitoring Grievance System Inquiries/RDAs of concerned sections Legislative Assembly/Parliamentary Business RTI of concerned sections.
08.	Mr. Anil Sharma	Under Secretary	Office Administration/Re-organization. J&K, Handloom and Handicrafts Corporation. Governor's Grievances, Govt of India Grievances/Public Monitoring Grievance system/ House Committee Report EDI/IICT CDI and RTI of concerned sections.
09	Mr. Abid Khan	Under Secretary	Handicrafts & Handloom Department. JKITIDC; JKI; KVIB; PIO under RTI Act, 2005 of concerned sections.


All Sections looked after by Dy. Secretary (N) and Under Secretary (S) shall route files through Additional Secretary (A) and likewise all sections looked after by under Secretary (Mr. Anil) and Under Secretary (Mr. Abid) shall route files through Additional Secretary (M).



Mr. Om Prakash, Joint Director, Planning shall route all files through Director Finance, who is holding additional charge as Director Planning, Industries and Commerce Department.

In case any officer is on leave, the files shall be submitted to the next higher officer in line.

By Order.


(Anil Sharma) 10/xi/22
Under Secretary to the Government

No. IC-Adm/207/2021-07

Copy to:

Dated: 10.11.2022

1. Director, Finance, Industries and Commerce Department for information.
2. Additional Secretary to the Government, I&C (A/M) for information.
3. Joint Director, Planning, I&C Department for information.
4. Deputy Secretary (N) to the Government, I&C for information.
5. Sr. Law Officer, I&C Department for information.
6. Under Secretary (S/A/A) to the Government, I&C for information.
7. Private Secretary to Principal Secretary to the Government, I&C for information of Principal Secretary.
8. Office Order file.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject: - Work distribution among the Gazetted Officers of Industries and Commerce Department.

Office Order No: 68-IND of 2022

Dated: 10.11.2022

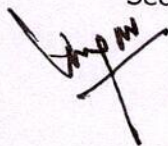
In supersession of all previous orders issued on the subject, the following work distribution amongst the gazetted officers of Industries and Commerce Department is hereby ordered with immediate effect:-

S. No	Name of the Officer	Designation	Category of subjects allotted
01.	Mr. Suresh Kumar Koul	Director Finance	All Financial and Planning matters pertaining to the Department; JKDFC; CAG Paras/reports; SLBC related issues.
02	Mr. Aziz Ahmad Rather	Additional Secretary	DIC Jammu/Kashmir; Cross LoC Trade; SIDCO; SICOP; General Section; CoS meeting issues, JKTPO; JKCL/Tourism Assets handling Gati Shakti Scheme implementation Public Service Guarantee Act Inquiries/RDAs (concerned Sections).
03.	Ms. Mamta Devi	Additional Secretary	Office Administration & Re-organization Handicrafts & Handloom Department; J&K Handicrafts & Handloom Corporation; IICT; KVIB; EDI; JKI; JKITIDC CDI; Digital Payments Legislative Assembly/Parliament Business/ House committee report/Governors/GOI Grievances/Public Monitoring grievance System Inquiries/RDAs (concerned Sections); Biometric Attendance.

Handwritten signature/initials

04.	Mr. Om Prakash	Joint Director Planning	All Planning and Development matters ; Nodal Officer for all Development Schemes of I&C and other Department; Development of Industrial Estates; BRAP/EoDB
05.	Mr. Nadeem Iqbal Andrabi	Deputy Secretary	DIC Jammu/Kashmir; Cross LoC Trade; SIDCO/SICOP; New Industries (NI) JKCL, Tourism Assets; General Section; CoS meeting issues, JKTPO; Public service Guarantee Act Inquiries/RDAs (concerned Sections).
06.	Mr. Kabir Ahmad Malik	Sr. Law Officer	Legal Matters
07.	Mr. Sanjeev Kumar	Under Secretary	DIC, Jammu/Kashmir, Cross LoC Trade, SIDCO. SICOP/NI JKTPO JKCL, Tourism Assets General Section, CoS Meeting issues, PSGA. Public Monitoring Grievance System Inquiries/RDAs of concerned sections Legislative Assembly/Parliamentary Business RTI of concerned sections.
08.	Mr. Anil Sharma	Under Secretary	Office Administration/Re-organization. J&K, Handloom and Handicrafts Corporation. Governor's Grievances, Govt of India Grievances/Public Monitoring Grievance system/ House Committee Report EDI/IICT RTI of concerned sections.
09	Mr. Abid Khan	Under Secretary	Handicrafts & Handloom Department. CDI JKITIDC; JKI; KVIB; PIO under RTI Act, 2005 of concerned sections.

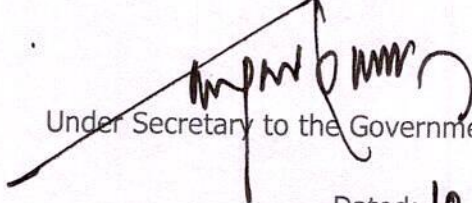
1. All Sections looked after by Dy. Secretary (N) and Under Secretary (S) shall route files through Additional Secretary (A) and likewise all sections looked after by Under Secretary (Mr. Anil) and Under Secretary (Mr. Abid) shall route files through Additional Secretary (M).



2. Mr. Om Prakash, Joint Director, Planning shall route all files through Director Finance, who is holding additional charge as Director Planning, Industries and Commerce Department.

3. In case any officer is on leave, the files shall be submitted to the next higher officer in line.

By Order.


Under Secretary to the Government

No. IC-Adm/20/2021-02

Dated: 10.11.2022

Copy to:

1. Director, Finance, Industries and Commerce Department for information.
2. Additional Secretary to the Government, I&C (A/M) for information.
3. Joint Director, Planning, I&C Department for information.
4. Deputy Secretary (N) to the Government, I&C for information.
5. Sr. Law Officer, I&C Department for information.
6. Under Secretary (S/A/A) to the Government, I&C for information.
7. Private Secretary to Principal Secretary to the Government, I&C for information of Principal Secretary.
8. Office Order file.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject: - Work distribution among the Gazetted Officers of Industries and Commerce Department.

Office Order No. 69 IND of 2022

Dated: 18.11.2022

In supersession of all previous orders issued on the subject, the following work distribution amongst the Gazetted officers of Industries and Commerce Department is hereby ordered with immediate effect:-

S. No	Name of the Officer	Designation	Category of subjects allotted
1	Mr. Suresh Kumar Koul	Director Finance	All Financial and Planning matters pertaining to the Department; JKDFC; CAG Paras/reports; SLBC related issues. Biometric Attendance
2	Mr. Aziz Ahmad Rather	Additional Secretary	DIC Jammu/Kashmir; Cross LoC Trade; SIDCO; SICOP; General Section; COS meeting issues, JKTPO; Public Service Guarantee Act Grievances/Inquiries/RDAs (concerned Sections).
3	Ms. Mamta Devi	Additional Secretary	Office Administration & Re-organization Handicrafts & Handloom Department; J&K Handicrafts & Handloom Corporation; IICT; KVIB; EDI; JKI; JKITIDC; CDI; JKCI/ Tourism assets handling Gati Shakti scheme implementation Digital Payments Legislative Assembly/Parliament Business/ House committee report/ Governors/ GOI Grievances/Public Monitoring grievance System Inquiries/ RDAs (concerned Sections).

4	Mr. Om Prakash	Joint Director Planning	All Planning and Development matters ; Nodal Officer for all Development Schemes of I&C and other Department; Development of Industrial Estates; BRAP/EoDB/Deliverables.
5	Mr. Nadeem Iqbal Andrabi	Deputy Secretary	DIC Jammu/Kashmir; Cross LoC Trade; SIDCO; SICOP/New Industries (NI) General Section; COS meeting issues, JKTPO; Public service Guarantee Act Inquiries/RDAs (concerned Sections).
6	Mr. Kabir Ahmad Malik	Sr. Law Officer	Legal Matters
7	Mr. Sanjeev Kumar	Under Secretary	DIC, Jammu/Kashmir, Cross LoC Trade, SIDCO. SICOP/New Industries (NI) JKTPO JKCL, Tourism assets handling,/ Gati Shakti scheme implementation General Section, CoS Meeting issues, PSGA. Public Monitoring Grievance System (Online) Inquiries/RDAs of concerned sections Legislative Assembly/Parliamentary Business RTI of concerned sections.
8	Mr. Anil Sharma	Under Secretary	Office Administration/Re-organization, J&K, Handloom and Handicrafts Corporation, EDI/IICT, Governor's Grievances, Govt of India Grievances/Public Monitoring Grievance system/ House Committee Report RTI of concerned sections.
9	Mr. Abid Khan	Under Secretary	Handicrafts & Handloom Department. CDI; JKITIDC; JKI; KVIB; PIO under RTI Act, 2005 of concerned sections.

1. The Dy. Secretary and Under Secretary shall route files through the concerned Additional Secretary, as the case may be.
2. Mr. Om Prakash, Joint Director, Planning shall route all the files through Director Finance, who is holding additional charge as Director Planning, Industries and Commerce Department.

3. In case any officer is on leave, the files shall be submitted to the next higher officer in line.
4. The Pr. Secretary (I&C) may assign any work to any specific order in supersession of the above order.

By Order.



Under Secretary to the Government

2

No. IC -ADM/20/2021-07

Dated: 18.11.2022

Copy to:

1. Director, Finance, Industries and Commerce Department for information.
2. Additional Secretary to the Government, I&C (A/M) for information.
3. Joint Director, Planning, I&C Department for information.
4. Deputy Secretary (N) to the Government, I&C for information.
5. Sr. Law Officer, I&C Department for information.
6. Under Secretary (S/A/A) to the Government, I&C for information.
7. Private Secretary to Principal Secretary to the Government, I&C for information of Principal Secretary.
8. Office Order file.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

**Subject:- Deputation of Mr. Abid Khan, Under Secretary to the
Government, Industries and Commerce Department to
Srinagar.**

Office Order No. 70-IND of 2022

Dated: 25-11.2022

Sanction is hereby accorded to the deputation of Mr. Abid Khan, Under Secretary to the Government, Industries and Commerce Department to Srinagar on 27th of November, 2022 for handing over the documents to Economic Offences Wing, Srinagar required in connection with Case FIR No.29//2021 U/S 420,468,271,120-B IPC r/w 5(2) PC Act of P/S Crime Branch Kashmir.

By Order.


(Anil Sharma)

Under Secretary to the Government

No. IC-HHD/15/2022-02

Dated: 25.11.2022

Copy to:

1. Director Finance, Industries and Commerce Department for information.
2. Additional Secretary (M) to the Government, Industries and Commerce for information.
3. Investigation Officer, Economic Offences Wing, Srinagar. This is in reference to his communication No.EOW-S/IMAG/FIR-29/2021-24232 dated 12.11.2022.
4. Private Secretary to Principal Secretary to the Government, Industries and Commerce Department for information.
5. Under Secretary to the Government, (A) for information and compliance.
6. Office Order file/stock file.

Union Territory of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat Srinagar/Jammu

Subject:- Application for sanction of Non-Refundable G.P. Fund withdrawal in favour of Sh. Satish Safaya, Sr. Assistant, Industries & Commerce Department under G.P. Fund ACCOUNT No. CC-910009147.

Office Order No: **71** -Ind of 2022
D A T E D : **01** - 12- 2022


In pursuance of Rule 15 (1) (B) (d) of G.P. Fund (Central Service) Rules, 1960, sanction is hereby accorded to the grant of G.P. Fund (Non-Refundable) of Rs.13,00,000/- (Rupees Thirteen lakh only) in favour of Sh. Satish Safaya, Senior Assistant, Industries and Commerce Department out of his credit balance under G.P. Fund computer code account No. CC-910009147 to defray expenses in connection with Addition/Alteration of his residential house.

The detailed of his credit balance in his G.P. account is as under:-

01	Closing balance as per the schedule for the year 2021-22 issued by Accounts Officer GPF Moving Cell	24,67,984=
02	Subscription from 03/2022 to 10/2022	1,60,000=
03	Refund from 03/2022 to 10/2022	00=
04	D.A. arrears from 03/2022 to 10/2022	nil=
Total Balance as 31.10.2022		26,27,984=
05	Withdrawals from 03/2022 to 10/2022	3,00,000=
Net balance as on ending 31.10.2022		23,27,984=

As per service records the official has rendered more than 10 years of service, and his date of 1st appointment is 14.05.1999, the date of retirement is ending March, 2036.

By order.


Director Finance
Industries & Commerce Deptt.

NO: IC-ADM/1/2021-02

Dated: **01** -12-2022

Copy to the:

1. Treasury Officer, Moving Treasury Civil Secretariat, Jammu/Srinagar.
2. Pvt. Secretary to Principle Secretary to Government, I&C Department.
3. Accounts Officer, G.P. Fund Moving Cell, Civil Secretariat, Jammu/Srinagar .
4. Nazir, Industries & Commerce Department for n/a.
5. Concerned official.
6. Officer order file (w.2. S.Cs)

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, J&K, Jammu**

Subject: Delegation of Powers-Work Distribution e.g.

Office Order No: 72 -JK(IND) of 2022

Dated: 05.12.2022

In the interest of the administration, powers are hereby delegated to the Secretary in the Industries and Commerce Department for disposal of following issues/cases at her own level and need not to be referred to the Principal Secretary to the Government, Industries and Commerce Department:-

- i. To finalize the pension cases in accordance with the Rules.
- ii. No Demand Certificates on account of House Building/Scooter/Car advance to the employees retiring on superannuation.
- iii. To grant NOC for obtaining passport/making an application for seeking employment elsewhere.
- iv. To authorize the medical treatment outside the Union territory in cases covered under the Jammu and Kashmir Civil Services (Medical attendance-Cum-Allowance) Rules in respect of the employees working in the subordinate departments.
- v. To accord sanction for withdrawal of G.P. Fund in accordance with Rules.
- vi. To impose minor punishments in accordance with the provisions of Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956.
- vii. Approval of draft order of routine cases once the matter is cleared on file by Principal Secretary.
- viii. Cases of extending vigilance clearance.
- ix. Issuance of reminders, if required, for all communications received.
- x. Seeking inputs before finalization of draft position.

By order.


**Sd/-
(Prashant Goyal)
Principal Secretary to the Government**

No: IC-ADM/84/2022-02

Dated: 05.12.2022

Copy to the:-

1. Secretary in the Industries and Commerce Department for information.
2. Director Finance, Industries and Commerce Department.
3. Additional Secretary to the Government (A)/(M), Industries and Commerce Department.
4. Deputy Secretary to the Government, Industries and Commerce Department.
5. Under Secretaries to the Government, Industries and Commerce Department (S/f./A).
6. Senior Law Officer, Industries and Commerce Department for information.
7. Private Secretary to Principal Secretary to the Government, Industries & Commerce Department, J&K.
8. Office Order file (w.3.s.c).


(Anil Sharma)
Under Secretary to the Government

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject: - Constitution of QD Cell.

Office Order No. 73 IND of 2022

Dated: 07.12.2022


The following QD cell of Officers/officials of the Industries and Commerce Department is hereby constituted for timely reply of Lok Sabha/Rajya Sabha Business of current Parliament Session December, 2022. The Cell shall be headed by the Additional Secretary, (A/M) to the Government, and assisted by the Deputy Secretary to the Government, Industries and Commerce Department:-

S.No	Name of the Officer/Official	Designation/section
1	Sanjeev Kumar	Under Secretary
2	Anil Sharma	Under Secretary
3	Abid Khan	Under Secretary
4	Ramesh Kumar	Section Officer
5	Feroz Ahmad	Section Officer
6.	Vikas Sharma	Section Officer
7	Sunil Kumar	Statistical officer
8	Masoud Ahmad Dar	Head Assistant
9	Feroz Ahamd Bazaz	Asstt. Accounts Officer
10	Ashiq Hussain	Accountant
11	Showket Ahmad Reshi	Head Assistant
12	Zahir Ahmad Wani	Head Assistant
13	Sunil Kumar	Head Assistant
14	Neeraj Sharma	P.A to Secy, I&C
15	Satish Kumar	Sr. Assistant (Legal section)
16	Rahul Hansa	Web Incharge
17	Harjeet Singh	Sr. Assistant
18	Satish Safaya	Sr. Assistant
19	Dileep Kumar	Sr. Assistant
20	Talak Aziz	Junior Assistant

21	Ummar Rashid	Junior Assistant
22	Mohammad Ashraf	Orderly(Srinagar)
23	Hilal Ahmad	Orderly (Srinagar)
24	Altaf Ahmad	orderly (Srinagar)
25.	Arjun Gupta	Orderly(Jammu)
26.	Rahul Raina	Orderly in the P/S of AS(M)
27.	Umar Jan	Computer Operator (Planning Section)
28.	Nisar Ahamd	Orderly
29.	Bashir Ahmad	Orderly in the P/S of AS(M)
30.	Prem Nath	Orderly (Accounts Section)

During the Session of Parliament the Officer/officials who are assigned the work of QD cell shall not leave the office without seeking prior permission of the authorities so designated. Besides, Mr. Rahul Hansa/Harjeet Singh/Talak Aziz, Web I/c, Sr. Assistants and Junior Assistant, respectively, are fully responsible for maintaining record of questions related to the business/ receiving/transmission reply of questions to Government of India for current Parliament Session 2022.

By Order.


(Anil Sharma)
Under Secretary to the Government

No. IC-Adm/107/2021-02

Dated: 07.12.2022

Copy to:

1. Secretary in the Industries and Commerce Department for information.
2. Director, Finance, Industries and Commerce Department.
3. Additional Secretary to the Government (A/M), Industries and Commerce Department for information.
4. Deputy Secretary to the Government, Industries and Commerce Department for information.
5. Under Secretary (S/A/A) to the Government, Industries and Commerce Department for information.
6. Private Secretary to Principal Secretary to the Government, Industries and Commerce Department for information of the Principal Secretary.
7. Concerned officials for information and compliance.
8. Office Order file.

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu /Srinagar**

Subject: Issuance of new type of Identity Cards in favour of employees of Civil Secretariat-reg

Reference: Government Order NO 710-JK (GAD) of 2021 dated 11.08.2021 issued by General Administration Department.

**Office Order NO - 74 IND of 2022
Dated- 07 .12.2022**

In supersession of previous orders issued on the subject, Ms. Mamta Devi, JKAS, Additional Secretary to the Government, Industries and Commerce Department is hereby nominated as Nodal Officer for furnishing the necessary details of employees of Industries and Commerce Department to Senior Superintendent of Police (Security), Civil Secretariat Jammu/Srinagar, for issuance of new type of Identity Cards.

By order.


(Anil Sharma) 07/12/22

Under Secretary to the Government

No: IC-Adm/61/2021-02-I&C

Dated 07 .12.2022

Copy to the: -

1. Secretary to the Government, General Administration Department for information.
2. Secretary in the Industries and Commerce Department for information.
3. Director, Finance, Industries and Commerce Department for information.
4. Additional Secretary to the Government (M), Industries and Commerce Department for information.
5. Senior Superintendent of Police (Security), Civil Secretariat, Jammu/Srinagar.
6. Private Secretary to Principal Secretary to the Government Industries and Commerce Department for information.
7. Office Order file (w.2.s.c).

**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Jammu/Srinagar**

Subject: - Work distribution among the Gazetted Officers of Industries and Commerce Department.

**Office Order No. 75 IND of 2022
Dated: 07.12.2022**

In supersession of all previous orders issued on the subject, the following work distribution amongst the Gazetted Officers of Industries and Commerce Department is hereby ordered with immediate effect:-

S. No	Name of the Officer	Designation	Category of subjects allotted
1.	Ms. Smita Sethi	Secretary in the Department	1. All Land related matters, including those in Industrial Estates/DICs; 2. Industrial Estates Development 3. SIDCO/SICOP matters 4. All Policy matters, including where subject is dealt by AS(A) / AS (M)
2	Mr. Suresh Kumar Koul	Director Finance	1. All Financial matters, including Budgeting and Expenditure management, 2. CAG Paras/reports; 3. JKDFC/UTLBC related issues. 4. Languishing Projects/JKIDFC issues.
3	Mr. Suresh Koul	Director Planning	1. All Planning and Development matters ; 2. Nodal Officer for all Development Schemes of I&C/ H&H/ JKTPO 3. Capex Planning 4. Physical /Financial Capex Progress
4	Mr. Aziz Ahmad Rather	Additional Secretary	1. DIC Jammu/Kashmir (other than Land matters); 2. J&K Handicrafts and Handloom department; 3. J&K Handicrafts &


			Handloom Corporation; 4. JKTPD; 5. COS meeting (overall coordination), 6. Cross Loc Trade 7. Coordination for I&C's Senior officers meeting
5	Ms. Mamta Devi	Additional Secretary	1. JKCL/ Tourism assets outsourcing 2. Gati Shakti scheme implementation 3. Promoting Digital Payments 4. JKITIDC; 5. JKI; 6. EDI; 7. KVIB 8. IICT; 9. CDI; 10. General Administration issues not falling in jurisdiction of any officer
6	Mr. Nadeem Iqbal Andrabi	Deputy Secretary	Assist Secy (I&C) with subjects 1, 2 and 3 dealt by her
7	Mr. Kabir Ahmad Malik	Sr. Law Officer	Legal Matters
8	Mr. Sanjeev Kumar	Under Secretary	1. Assist AS (M) in all subjects dealt by her 2. Parliamentary / Assembly Questions (Over all coordination) 3. PIO under RTI Act, 2005 of concerned sections.
9	Mr. Anil Sharma	Under Secretary	1. Assist AS (A) in all subjects dealt by him 2. PIO under RTI Act, 2005 of concerned sections.
10.	Mr. Abid Khan	Under Secretary	1. Assist Secy (I&C) and DS (I&C) in subjects 1,2 and 3 dealt by Secy (I&C). 2. PIO under RTI Act, 2005 of concerned sections; 3. Governors Grievances/ GOI Grievances/Public Monitoring Grievance System (Overall Coordination) 4. Public Service Guarantee Act.

NOTE:

1. Besides Secy (I&C), Additional Secretary (A/M) shall also submit the files directly to Principal Secretary where files shall be routed through Secy (I&C) and those files for which the authority of final disposal is delegated to the Secy (I&C) (Annexure I)
2. Joint Director, Planning shall route all files through Director Finance, who is holding additional charge as Director Planning, I&C Department.
3. The Dy. Secretary (N) shall route files through Secretary (I&C)
4. Under Secretary (SK/AS) shall route files through concerned Additional Secretary. US (AK) shall put up files as directed by Secy (I&C).
5. Mr. Vishal Mahajan IT Manager, SICOP shall be the Nodal Officer for BRAP/EoDB/Single Window Deliverables.
6. In case any officer is on leave, the files shall be submitted to the next higher officer in line.
7. Leave application (of any kind) of Gazetted officers shall be moved to Principal Secretary I&C for sanction and that of non Gazetted shall be sanctioned by Secretary in the I&C department.
8. Parliamentary Question / Assembly Questions/Grievances/Inquiries/RDA shall be dealt by the Officers concerned with the subject. They shall, however route it through the Nodal officer dealing with the subject.
9. The Principal Secretary (I&C) may assign any specific work to any officer in supersession of the above order.

This comes into force with immediate effect.

By Order.


(Anil Sharma) 09/12/22

Under Secretary to the Government
Dated: 09.12.2022

No. IC -ADM/20/2021-07

Copy to:

1. Secretary in the Industries and Commerce Department.
2. Director, Finance, Industries and Commerce Department for information.
3. Additional Secretary to the Government, I&C (A/M) for information.
4. Joint Director, Planning, I&C Department for information.
5. Deputy Secretary (N) to the Government, I&C for information.
6. Sr. Law Officer, I&C Department for information.
7. Under Secretary (SK/AS/AKS) to the Government, I&C for information.
8. Private Secretary to Principal Secretary to the Government, I&C for information of Principal Secretary.
9. Office Order file.