



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

**Subject: Correction in name/service records of Mr. Yousuf Mir,
Generator Operator, JKI.**

Reference: Letter No. JKI/Adm-PF-364/RoJ/642/25 dated 24.04.2025 received from Jammu & Kashmir Industries Limited (JKI).

**Government Order No. 47 - JK(IND) of 2025
Dated: 23 .05.2025**

Whereas, Mr. Yousuf Mir, Generator Operator, Jammu and Kashmir Industries Ltd. submitted a representation for correction of his name from "**Yousuf Mir**" to "**Mohd. Yousif Mir**" in his service record;

And Whereas, the Finance Department vide Circular No. FD-Code/154/2022-03 dated. 10.05.2023 has notified the procedure for change of name by Government employees. The clause I of the ibid Circular reads as under:-

- i. A Government employee wishing to adopt a new name or to effect any modification in his/her existing name may do so, formally by a deed changing his/her name. The sample deed form is enclosed.
- ii. The execution of the deed should be followed by publication of the change in a prominent local newspaper at the Government employee's own expense.
- iii. The change in the name shall be made with Aadhaar authentication and complete verification of record of e-HRMS;

And Whereas, the matter was examined in the Department and subsequently taken-up with the Jammu and Kashmir Industries Ltd., and in response, the Managing Director of Jammu and Kashmir Industries Ltd. submitted necessary documents along with Order No. 98-JKI of 2024 dated 28.12.2024 regarding issuance of correction of name of the official and requested for confirmation of the action taken vide said order;

And Whereas, Yousuf Mir, Generator Operator, JKI, has executed the requisite affidavit/deed regarding the correction of his name as per Finance Department's Circular No. FD-Code/154/2022-03 dated 10.05.2023, and the notification regarding the name correction of the said official has also been published in the Official Gazette of the Ranbir Govt. Press, Jammu, as per Notification dated 3rd April, 2025, at his own expense;

Now, therefore, action taken by the Jammu and Kashmir Industries Ltd. vide Order No. 98-JKI of 2024 dated 28.12.2024 is hereby confirmed by this Department with the further orders that besides correcting the first page of the service Book of the official by reflecting the entry as "**Mohd Yousif Mir**" instead of "**Yousuf Mir**" his name, wherever it appears in the service records, shall be treated as Mohd Yousif Mir instead of Yousuf Mir and the official is also permitted to make the necessary changes to his name as Mohd Yousif Mir with Aadhaar authentication and complete verification in the JKHRMS records.

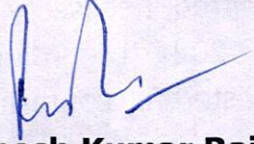
By Order of the Government of Jammu and Kashmir.

Sd/-
(Vikramjit Singh) IPS
Commissioner/Secretary to the Government

No.JKI/2/2025-02
Copy to the:-

Dated: 23.05.2025

1. Joint Secretary, Ministry of Home Affairs, GoI.
2. Director Information, J&K.
3. Director Archives, Archeology and Museums, J&K.
4. Director Finance, Industries and Commerce Department for information and further necessary action.
5. Managing Director, JKI Ltd. for information and necessary action.
6. General Manager, Government Press, Jammu/Srinagar.
7. OSD to Hon'ble Deputy Chief Minister (Minister I/C Industries & Commerce Department) for kind information of the Hon'ble Dy. Chief Minister.
8. Private Secretary to Commissioner/Secretary to the Government, Industries & Commerce Department for information of the Commissioner/Secretary.
9. In charge Website, I&C Department.
10. Concerned official.
11. Govt. Order file (w.3.s.c).


(Ramesh Kumar Raina)
Under Secretary to the Government