

  
Government of Jammu & Kashmir  
**DIVISIONAL COMMISSIONER, KASHMIR, SRINAGAR**

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## C I R C U L A R

In order to ensure availability of officers/HODs during the winter season in Kashmir division for redressal of public grievances, it is hereby enjoined upon all the HODs/ Chief Engineers and other officers down below, that they shall not leave the station without seeking prior written permission from this office.

Any HOD/ Chief Engineer found leaving the Kashmir Division without seeking prior written permission from this office shall be subjected to appropriate action under rules. Similarly, Deputy Commissioners will also ensure that no officer working in their district leaves the district without seeking specific permission from the concerned Deputy Commissioner. It has been also observed that some of the HODs of the Division have the tendency to leave the division on the pretext of attending some meeting without informing this office. Henceforth, in respect of attending any meeting the concerned HOD/Chief Engineer shall share the meeting notice with this office for obtaining permission

*BDO (HQ.)*  
*29/10*

*[Signature]*  
Baseer Ahmad Khan (IAS)  
Divisional Commissioner  
Kashmir

dated: 29-10-2018

*Div. Comr/Estt/1 - Genl / Jammu / 2018*  
Copy to the:

1. Commissioner Secretary GAD, J&K Civil Secretariat for information.
2. All HODs, for immediate compliance
3. Private Secretary to Hon'ble Governor, J&K for kind information to Hon'ble Governor.
4. Private Secretary to Adviser ( V ), ( K ) & ( G ) to Hon'ble Governor for information.
5. Private Secretary / Chief Secretary J&K for information.

Government of Jammu and Kashmir  
Directorate of Rural Development Kashmir

No:-DRDK/Estt/Gnl/Circular/16/37592-99

Dated:- 31 -10 -2018

Copy of the above forwarded to the:-

1. The Superintending Engineer REW Kashmir.
2. Executive Engineer REW \_\_\_\_\_ (All)  
for information and necessary action.

*[Signature]*  
BDO (HQ) 31.10.18  
Rural Development Department  
Kashmir