

**Government of Jammu and Kashmir
General Administration Department
Civil Secretariat, Jammu**

Subject: Annual Darbar Move of offices from Jammu to Srinagar for the Summer Session-2020.

**Government Order No.464-JK(GAD) of 2020
Dated:-10.04.2020**

Sanction is, hereby, accorded to the formal opening of the Annual Darbar Move offices for the Summer Session-2020 at Srinagar, on 04th May, 2020 (Monday) at 9:30 A.M. However, in view of the extraordinary circumstances due to COVID-19 Pandemic, arrangements as detailed hereunder, are hereby ordered to be made to ensure transaction of the Government business effectively:

1. The Civil Secretariat at Jammu shall continue to remain functional and the move employees shall work on "as is where is" basis i.e. Kashmir based staff shall work from Srinagar and Jammu based staff shall work from Jammu.
2. The move offices outside the Civil Secretariat, as indicated in **Annexure-"A"**, shall also continue to remain functional at Jammu/Srinagar, as per the mechanism at 1 above.
3. Administrative Secretaries shall make necessary arrangements to ensure the functionality in their respective departments, both at Srinagar and Jammu. Similar arrangements shall be put in place by the Heads of the Departments observing Darbar Move.
4. The Civil Secretariat Treasury and J&K Bank Moving Branch at Civil Secretariat shall be functional at both the places within the Civil Secretariat viz; Jammu/Srinagar. The Finance Department shall put in place suitable mechanism for the purpose.
5. The dispensary of the Civil Secretariat shall remain functional at both the places within the Civil Secretariat. The Health & Medical Education Department shall put in place suitable mechanism for the purpose.
6. The move based employees of Kashmir Division, who are required to move Srinagar on account of Darbar Move, on 25th/26th April, 2020, shall be provided transport facility by the JKRTC. Such employees shall provide their particulars to the General Administration Department for issuance of appropriate passes, if required, for movement on National Highway.

7. The Estates Department shall provide accommodation to the Officers/officials, as per requirement.
8. The move employees shall be entitled for use of Ration Card at one place i.e. either at Jammu or in Srinagar only as per his/her convenience, for which the Department of Food, Civil Supplies & Consumer Affairs shall facilitate surrender/reissue of Ration Cards.
9. The Srinagar Municipal Corporation shall carry out extensive sanitation and fumigation drives in the Civil Secretariat, other move offices and the residential colonies along with the hotels, in which accommodation is provided to the employees, before the opening of offices at Srinagar on 04th May, 2020. Director Estates, shall provide the list of the residential colonies/hotels to the Commissioner, Srinagar Municipal Corporation for the purpose.
10. The office timing of the move offices shall be as under:-

Civil Secretariat, Jammu and Srinagar	9:30 a.m. to 5:30 p.m.
All Heads of the Departments located outside the Civil Secretariat and observing six days a week	10:00 a.m. to 4:30 p.m.

The above arrangement shall be reviewed after assessing the extent and spread of COVID-19 after 15th June, 2020.

By order of the Government of Jammu and Kashmir.

Sd/-

(Dr. Farooq Ahmad Lone) IAS

Secretary to the Government

Dated:10.04.2020

No: GAD(Adm)13/2020-III

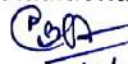
Copy to the:-

1. Chief Secretaries of all State Governments/Union Territories of India.
2. Secretary, Department of Personnel & Training, Government of India, North Block, New Delhi-110001.
3. All Financial Commissioners.
4. Director General of Police, J&K.
5. All Administrative Secretaries to the Government.
6. Principal Secretary to the Lieutenant Governor.
7. Chief Electoral Officer, J&K.
8. Joint Secretary(J&K), Ministry of Home Affairs, Government of India.
9. Divisional Commissioner, Jammu/Kashmir.
10. Director General, IMPARD, J&K.
11. Director, Anti Corruption Bureau, J&K.
12. Chairman of the Committee for Monitoring & Ensuring Fairness of Tests conducted by BOPEE/Chairman of the Committee for fixation of Fee Structure of Professional Colleges in the Union Territory of Jammu & Kashmir.
13. Chairman, Committee for Fixation of Fee Structure of Private Education Institutions.

14. Chairperson, J&K Special Tribunal.
15. Inspector General of Police, Traffic, J&K.
16. All Deputy Commissioners.
17. All Heads of Departments.
18. Director, Information, J&K.
19. Registrar General, J&K High Court, Jammu.
20. Secretary, J&K Public Service Commission.
21. Director Estates, J&K.
22. Director, Archives, Archaeology and Museums.
23. Executive Director, J&K Rehabilitation Council.
24. Managing Directors of all Public Sector Undertakings.
25. Secretary, J&K Water Resources Regulatory Authority.
26. Secretary, J&K Legislative Assembly.
27. Secretary, J&K Board of Professional Entrance Examination.
28. Chief Executive Officer, J&K Economic Reconstruction Agency.
29. Member-Secretary, J&K Legal Service Authority.
30. Secretary, J&K Social Welfare Board.
31. Secretary, J&K Services Selection Board.
32. Secretary, J&K Advisory Board for Welfare & Development of other Backward Classes.
33. Secretary, J&K Academy of Art, Culture & Languages.
34. Secretary, J&K Advisory Board for Pahari Speaking People.
35. Secretary, J&K Advisory Board for Development of Gujjar & Bakerwal.
36. Secretary, J&K Advisory Board for Development of Kissans.
37. Controller, Drug & Food Control Organization.
38. Mission Director, National Rural Health Mission, J&K.
39. Mission Director, J&K Skill Development Mission.
40. Chief Engineer, UEED, J&K.
41. Director, Defence Labour Procurement.
42. SSP (Security), Jammu/Kashmir.
43. General Manager, Government Press, Jammu/Srinagar.
44. SSP (Security), Civil Secretariat, Jammu.
45. Private Secretaries to Advisor (S)/(F)/(B) & (BK) to the Lieutenant Governors.
46. Private Secretary to the Chief Secretary.
47. Private Secretary to Advocate General, J&K for information of Learned Advocate General.
48. Private Secretary to the Commissioner, Food Safety Organization, J&K
49. Private Secretary to Secretary to Government, GAD.
50. President, J&K Civil Secretariat, Non-Gazetted Employees Union.
51. President, J&K Lower Grade Employees Federation, Civil Secretariat.
52. Government Order file/Stock file/Website/Monday Return (w.2.s.c).


 10.4.2020
(Rohit Sharma) KAS

Additional Secretary to the Government


 10/04

**Annexure "A" to the Government Order No.464-JK(GAD) of 2020
dated:10.04.2020**

1.	All Departments of the Civil Secretariat including: (a) Lt. Governor's Office in the Civil Secretariat. (b) Personal Staff of Advisors. (c) Director, Estates. (d) Department of Civil Aviation. (e) Civil Secretariat Dispensary. (f) Security Staff of the Civil Secretariat. (g) Civil Secretariat Treasury. (h) Accounts Officer, G.P. Fund Moving Cell.
2.	Financial Commissioner, Revenue (including Jt. Director, Statistics).
3.	Director General of Police including CID Organization.
4.	Principal Chief Conservator of Forests, J&K.
5.	Director, Anticorruption Bureau, J&K.
6.	Chief Electoral Office, J&K.
7.	Director General, Prisons.
8.	Director General, Youth Services & Sports.
9.	Director General, Fire & Emergency Services.
10.	Director, Information, J&K.
11.	Director, Motor Garages.
12.	Director, Hospitality & Protocol Department with the catering staff.
13.	Director General, Accounts & Treasuries.
14.	Director, Employment.
15.	Director, Forest Protection Force.
16.	Director, Technical Education.
17.	Director, Forest Research Institute.
18.	Director, Tribal Affairs.
19.	Labour Commissioner, J&K.
20.	Custodian General, J&K.
21.	Transport Commissioner, J&K.
22.	Chief Executive Officer, J&K e-Governance Agency.
23.	Project Director, J&K AIDS Control Society.
24.	J&K Board of Technical Education.
25.	J&K Advisory Board for the Development of Pahari Speaking People.
26.	J&K Advisory Board for the Development of Gujjars & Bakerwals.
27.	Executive Director, Rehabilitation Council (Social Welfare Department).
28.	J&K Water Resources Regulatory Authority.
29.	J&K Police Housing Corporation.
30.	One Man Forest Authority.
31.	Toshkhana Officer.

32.	Chief Engineer, Procurement & Material Management Wing, J&K.
33.	Chief Engineer, Planning & Design Wing, J&K.
34.	Director of Testing, Inspections & Commissioning, J&K.
35.	J&K Advisory Board for the Welfare & Development of Kissans.
36.	J&K Advisory Board for the Welfare & Development of Other Backward Classes.
37.	CEO/Secretary, J&K Building & Other Construction Workers Welfare Board.
38.	Directorate of Local Funds, Audit & Pensions, J&K.
39.	Project Director of Rashtriya Madhyamik Shiksha Abhiyan (RMSA).
40.	Controller, Drug & Food Control Organization.
41.	Mission Director, J&K Women Empowerment Society.
42.	Mission Director, J&K Rural Livelihood Mission (JKRLM).
43.	Mission Director, ICDS.
44.	Chairman, Committee of Fixation of Fee Structure of Private Educational Institutions.
45.	Chairman, Appellate Authority (Prevention and Control of Pollution) Act.
46.	J&K Goods and Service Tax Appellate Tribunal.
47.	Commissioner, Food Safety Organization, J&K
48.	Director, Rural Sanitation.
49.	Commissioner, State Taxes Department.
50.	Excise Commissioner, J&K with skeletal staff.
51.	Director, Family Welfare, MCH & Immunization.
52.	Director, Indian System of Medicines.
53.	Director General, Economics & Statistics.
54.	Director General, Audit & Inspections.
55.	Director, Soil Conservation.
56.	Director, Environment & Remote Sensing.
57.	Director, Sericulture.
58.	Director, Stationery & Office Supplies with marginal staff.
59.	Director, Horticulture (P&M).
60.	Director, Handicrafts.
61.	Director, Geology & Mining.
62.	Director, Libraries & Research.
63.	Director, Archives, Archaeology & Museums.
64.	Chief Architect.
65.	Director, Finance Organization, PDD.
66.	Mission Director, Rashtriya Uchchar Shiksha Abhiyan (RUSA).
67.	Project Chief IWDP Hills, Forest Department.
68.	Nucleus Staff of Funds Organization.
69.	Gazette Section of J&K Government Press.
70.	Registrar, Cooperatives.
71.	Subordinate Office of Science & Technology Department.
72.	Inspector General of Police, Railways.
73.	Inspector General of Police, Crime.
74.	Director, Social Forestry.
75.	J&K Services Selection Board with staff to be determined by the Chairman.

76.	Board of Professional Entrance Examination with staff to be determined by the Chairman.
77.	Chairman, J&K Pollution Control Board.
78.	Board of Unani Ayurvedic System of Medicines.
79.	J&K Socially & Economically Backward Classes Commission.
80.	J&K Special Tribunal with marginal staff.
81.	Managing Directors of all PSUs with skeletal staff.
82.	J&K Commercial Taxes Tribunal with marginal staff.
83.	DFO, Photo Interpretation Division (Forest Department) with marginal staff.
84.	J&K Khadi & Village Industries Board with the staff, to be determined by the Industries & Commerce Department.
85.	J&K Social Welfare Board.
86.	J&K Housing Board.
87.	Chief Wildlife Warden.
88.	Chairman of the Committee for Monitoring & ensuring Fairness of Tests Conducted by BOPEE.
89.	Chairman of the Committee for Fixation of Fee Structure of Professional Colleges in the Union Territory of J&K.
90.	Chief Engineer, Commercial and Survey Wing.
91.	J&K Academy of Art, Culture & Languages with 26 employees.
92.	Director, Handloom Development Department.
93.	Relief & Rehabilitation Commissioner (Migrants).
94.	Director, Fisheries.
95.	Director, Defence Labour Procurement.
96.	Empowered Officer, PMGSY (JKRRDA).
97.	Directorate of National Health Mission.
98.	Office of the J&K Medical Supplies Corporation.
99.	Chief Engineer, J&K UEED.
100.	Office of the Advocate General, J&K.
101.	Mission Director, J&K Skill Development Mission (as per the past practice).

(Rohit Sharma) KAS

Additional Secretary to the Government

(Signature)
19/04

(Signature)
10.4.2020