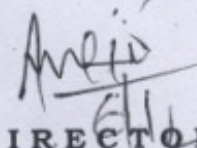


Government of Jammu and Kashmir
Directorate of Department of Rural Development & P.R Kashmir (Lalmandi Srinagar)
(web: <http://www.drpk.nic.in>/e-mail: rddkashmir@gmail.com/ Fax: 01942311508
.....

Subject;- Submission of information relating to establishment.
.....

Attention of all subordinate offices of this Directorate is invited to the rules which envisage the following information relating to establishment working under their Administrative Control be submitted to this Directorate. It is impressed upon all the District Officers/Block Level Officers to prepare the information and submit to this Directorate through dealing Assistant within one weeks time positively:-

1. Annual establishment list as on 01.04.2012;
2. Half yearly returns;
3. Stay list of all categories;
4. List of officers/officials who are retiring during next three years viz. 2013,2014 and 2015;
5. Firm and final seniority list of all categories;
6. List of AEEs/AEs/JEs Sub. Division-Wise/Block-Wise.


DIRECTOR,
Rural Development Kashmir
Srinagar.

No:- DRDK/Estt/17/Gnl/2002

Dated:- 8 - 02.2012

Copy to the:-

01. Commissioner/Secretary to Government, Rural Development Department Civil Secretariat, Jammu. for favour of information.
02. Project Officer, Wage Employment(ACD) _____ All).
03. Executive Engineer, REW _____ All).
04. District Panchayat Officer _____ All).
05. Block Development Officer _____ All).

..... for information and necessary action.

M. V. Singh

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