



Jammu & Kashmir Trade Promotion Organization

Industries & Commerce Department, Govt of J&K.

6th Floor, JLN UdyogBhawan, Jammu / 3rd Floor, SanatGhar, Bemina, Srinagar

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Subject: Bearing of basic details in official documents issued by UT of J&K-regarding

Circular No: JKTPO/5/136/44

Dated: 01/07/2024

The Administrative Department vide communication No IC-GEN/53/2024-02 dated- 26-06-2024 has enclosed the communication No. 13012/66/2023-C&S (Pt.) dated 4th June, 2024 of the Ministry of Home Affairs, Department of Jammu, Kashmir and Ladakh Affairs whereby it has been instructed that the communications by UT of J&K to Department of JKL Affairs, Ministry of Home Affairs, in future, should bear the name, designation, telephone number, and email id of the officer who signs the document which are essential, if any follow up action is to be taken up with the UT. Accordingly, all the employees of this Organization are directed to strictly comply with the instructions issued by Ministry of Home Affairs, Department of Jammu, Kashmir and Ladakh Affairs as contained in the aforementioned communication.


Imran Mehmood,
Financial Advisor/Chief Accounts Officer
JKTPO

Copy to:

1. Managing Director, JKTPO for favour of information.
2. All Officers/Officials for compliance.