

**GOVERNMENT OF JAMMU & KASHMIR,  
OFFICE OF THE ADVOCATE GENERAL**

[High Court Complex, Janipur Jammu, 180007 [Nov-April] /High Court Complex, Srinagar, 190009 [May-Oct]  
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**Subject:** Streamlining of Record Keeping Units of High Court Litigation in Jammu & Srinagar wing of J&K Advocate General's Organisation.

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ORDER NO. 60 -AG of 2022

DATED: 21 -04-2022

Whereas, the existing Record Keeping Units of Litigation Branch have been observed to be dealing with different subjects, organizations /directorates etc., which are not in conformity to the First schedule of Business rules.

Whereas, a detailed exercise was conducted to streamline the working atmosphere of Litigation business for effective control and monitoring of Record Keepers in order to make them more accountable and responsive. The matter was also discussed at different levels for suggestions etc. as well.

Whereas, the exigency has also arisen due to creation of separate benches of Central Administrative Tribunal [CAT] at Jammu and Srinagar in 2019 and 2021 [G.S.R. 805(E) dated: 17.11.2021 notified by Ministry of Personal, Public Grievances and Pensions (DoPT), Govt. of India], followed by establishment of separate Record Keeping Units for CAT working.

Whereas, it has also been observed that the Law Officers are facing difficulties in representing the court cases due to over-burden to some of the Record Keepers and due attention is losing the grip.

Whereas, the matter was examined, considered and found feasible to streamline the record keeping units for High Court business as well for effective feedback, monitoring, maintaining the case files in more responsible / transparent manner.

Therefore, in view of the above, it is hereby ordered that the litigation work of High Court Business at Jammu and Srinagar wings of the office of Advocate General, shall be henceforth as under :-

S. No	Record Keeping Unit	Administrative Departments
1	<b>Agriculture</b>	Agriculture Prod. & Farmers Welfare Horticulture, Floriculture, Food Civil Supplies & Consumer Affairs, Animal/Sheep Husbandry & Fisheries.
2	<b>Education</b>	School Education incl. JKBOSE, Higher Education, Youth Services & Sports, Skill Development [Technical Education].
3	<b>Estates</b>	Hospitality & Protocol incl. Estates, Civil Aviation, Election,

*21/04/2022*

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		Information Technology, Disaster Management, Relief, Rehabilitation & Reconstruction, I/c Office Stores, and Stationary at wing level.
4	<b>Finance</b>	Finance incl. J&K SFC, Labour & Employment, Industries & Commerce, Mining
5	<b>Forest</b>	Forest, Ecology & Environment including JKFC & PCB
6	<b>GAD</b>	General Administration Department, BOPEE and JKSSB, IMPA R&D, Law Justice & Parliamentary Affairs, Administrative Reforms Inspections & Trainings.
7	<b>Health</b>	Health & Medical Education
8	<b>Home</b>	Home Department incl. ACB etc.,
9	<b>Housing</b>	Housing & Urban Dev, incl. Housing Board, Muncipal Corp./ Dev. Authorities etc.
10	<b>Power</b>	Power Development including Corporations.
11	<b>PWD</b>	Public Works (R&B) incl. PMGSY / ERA/ JKPC Jal Shakti [PHE], Irrigation & Flood Control
12	<b>Revenue</b>	Revenue, Custodian, Haj & Auqaf.
13	<b>Rural Dev.</b>	Rural Development & Panchayati Raj, Cooperative, Planning Development & Monitoring, Social Welfare
14	<b>Tourism</b>	Information, Science & Technology, Culture Deptt, Tourism incl. JKTDC / Cable Car Corp./ Shrine Boards, Tribal Affairs, Transport.
15	<b>General</b>	Receipt & Despatch, Receipt of fresh cases
16	<b>Criminal -A</b>	All Criminal cases of Jammu [District Jammu, Samba and Kathua]. All Criminal cases of Srinagar District.
17	<b>Criminal -B</b>	All Criminal cases of rest Districts

The Record Keepers shall be positioned / posted separately.

Issued with the approval of Ld. Advocate General.

*(Z.A. Dewani)*  
21/04/2022  
Administrative Officer,  
with Advocate General, J&K

No: AG/Adm/Cord-6/2021-02/411-15

Dated: 21 -04-2022

Copy for compliance to the:-

1. Secretary to Government, Law Justice and Parliamentary Affairs, J&K, Jammu, for information.
2. All Law Officers / Government Counsels, for information.
3. Director Litigation, Kashmir / Jammu, for information.
4. Sr. Private Secretary / Accounts Officer, Advocate General office.
5. All Stenographers / Legal Assistants /Record Keepers etc.
6. Order file.
7. Concerned file.