

GOVERNMENT OF JAMMU & KASHMIR,
OFFICE OF THE ADVOCATE GENERAL

[High Court Complex, Janipur Jammu, 180007 [Nov-April] /High Court Complex, Srinagar, 190009 [May-Oct]
Phone No. [Srinagar] 0194-247314/2455121, Fax-2455120 [Jammu] -0191-2533317, Fax -2536065
www.jklaw.nic.in E-mail address -jkadvocategeneral@gmail.com

Subject: Constitution of Hygienic/Account Committee for
Employees Welfare Canteen, Srinagar/ Jammu.

ORDER NO. 120 -AG of 2023

DATED: 21-08-2023


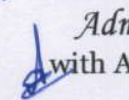
In supercession to all previous orders, sanction is hereby
accorded to the constitution of Hygienic/Account Committee for
Employees Welfare Canteen, Srinagar/ Jammu, consisting of following
officers:-

1	Law Officer in the rank of Dy. Advocate General, Srinagar/ Jammu [to be nominated on annual basis by Ld. Advocate General]	Chairperson
2	Law Officer in the rank of Govt. Advocate, Srinagar/ Jammu [to be nominated on annual basis by Ld. Advocate General]	Member
3	Section Officer Srinagar / Jammu	Member
4	Accountant/ Accounts Assistant	Member
5	Any other official to be co-opted by the Chairperson.	Member

Terms of Reference:

1. Make periodical review of Employees Welfare Canteen once
in a quarter.
2. Make visits to the Welfare Canteen on monthly basis and keep
record of such visits.
3. Recommend measures to be taken to the Allotment
committee, who after considering the issue will make
recommendations to the authority for administrative action.
4. Maintain the account matters of the Canteen including receipt
of rent etc. and submit bi-annual statements to the Allotment
Committee.

By order.


(Z.A. Dewani)
Administrative Officer,
with Advocate General, J&K


No: AGJK/Adm0Cord/15/2022-02/985-88 Dated: 21-08-2023
Copy for information to the:

1. All Sr.AAGs/AAGs/DAGs/GAs, Srinagar/ Jammu.
2. Accounts Officer.
3. Section Officer, Srinagar/ Jammu.
4. Concerned Accountant/Accounts Assistant.
5. Order file.
6. Concerned file.