

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

ORDER NO. 206 -AG of 2023
DATED: 14 -12-2023


In terms of Order No.120-AG of 2023 dated. 21-08-2023, sanction is hereby accorded to the nomination of Chairman and members for Hygienic/Account Committee for Employees Welfare Canteen, Jammu. The Hygienic/Account Committee consisting of following officers: -

1	Mr. Pawan Dev Singh, DAG	Chairman
2	Ms. Bhanu Singh Jasrotia, GA	Member
3	Ms. Anita Mahaldar, Librarian	Member
4	Mr. Karan Arora, Junior Assistant	Member
5	Any other official to be co-opted by the Chairman	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.



(Laxmi Kant) 14/12/2023

Administrative Officer,

with Advocate General, J&K

No: AGJK-Adm0Cord/38/2022-05/1653-55

Dated:- 14-12-2023

Copy for information to the:

1. All Sr. AAGs/AAGs/DAGs/GAs, Jammu.
2. All concerned members,
3. Private Secretary / Accounts Officer.
4. Order file.
5. Concerned file.
6. Incharge website.