



# Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu

University Order No.: 29 (Est.) of 2017

Dated: 01.08.2017

Sanction is hereby accorded for creation of a **Security cell** of SKUAST-Jammu alongwith its functions/duties and responsibilities. The **Security cell** created shall have a jurisdiction at Main Campus Chatha and R.S.Pura besides various Research Stations, Krishi Vigyan Kendras and other assets/locations as prescribed by the University from time to time. The Security cell created shall operate under the administrative and financial control of Estates Officer, Estate Division of SKUAST-J which shall carry its activity through Security Officer/Nodal Officer incharge Security Cell. Nodal Officer shall be nominated among teaching/Scientific staff located at Main Campus Chatha.

The Security Cell shall come into force with immediate effect under the following functions, identified objectives, duties, and responsibilities of officers/officials of security wing;

## 1. Objectives

- To ensure the security and safety of staff, students on campus and entire infrastructure of SKUAST-Jammu.
- To act as responsible organ for effective operation and enforcement of security policy and procedures.

## 2. Duties and Responsibilities of Officers/Officials of security wing

### i. Estates Officer

The administrative and financial control of the University Security Cell shall be under the Estates Division with the following responsibilities:

- ❖ The Estates Officer of the Estates Division shall ensure the support, arrangement and provide resources to security section for effective security management.
- ❖ Take necessary measures to improve security management in essential areas of the University.
- ❖ To arrange regular meetings of all Directors and Deans with the Security Cell to develop coordination among them for effective security management.
- ❖ To arrange and direct the Security Cell for organizing regular refresher courses and specific training programmes, drills for security personnel in collaboration with experts to achieve acceptable standards.
- ❖ The security personal shall be properly uniformed. The design and colour shall be decided by Estate Officer in consultation with Competent Authority.

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