



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

All Officers/ Deans of University
SKUAST- Jammu
Chatha,

No:AUJ/Est./20-21/G-681/303-385

Dated: 26/05/2020

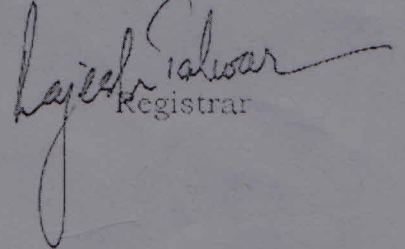
Subject: Opening of offices in the Union Territory of Jammu and
Kashmir – Attendance regarding.

Reference: Govt. Order No.: 584-JK (GAD) of 2020 dated: 20.05.2020

Sir,

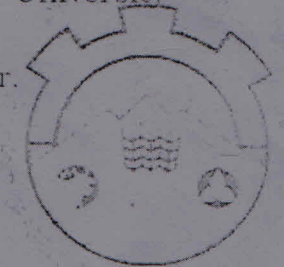
I am directed to enclose herewith Govt. Order No.: 584-JK (GAD) of 2020 dated 20.05.2020 issued by General Administration Department, J&K Govt., Civil Secretariat, Jammu for regulating the attendance of officers/ staff and ensuring social distancing norms in the University. This is in continuation to this office earlier letter no.: AUJ/Est./19-20/G-681/9585-9671 dated 06.05.2020

Yours faithfully,


Registrar

Copy for information and necessary action to:

- All HoDs/ In-Charge Stations/Sub-Stations/KVKs/CSS/PIs
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- 1/c University Examination Cell, SKUAST-Jammu
- 1/c University Website for uploading the same on the University website.
- SVC for the kind information of Hon'ble Vice Chancellor.



Government of Jammu and Kashmir
General Administration Department
Civil Secretariat, Jammu.

Subject: **Opening of Offices in the Union Territory of Jammu and Kashmir – Attendance regarding.**

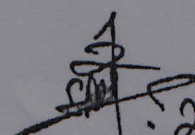
**Government Order No.584-JK(GAD) of 2020
Dated:20.05.2020**

In pursuance to order No. 11013/9/2014-Estt.A.III dated 18.05.2020, issued by the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Government of India and in partial modification of Government Order No. 477-JK(GAD) of 2020 dated 17.04.2020, read with Government Order No. 525-JK(GAD) of 2020 dated 03.05.2020 and Government Order No.544-JK(GAD) of 2020 dated 08.05.2020, it is hereby ordered that in order to enable implementation of social distancing norms, it has been decided that the attendance in the Government offices in the Union territory of Jammu and Kashmir shall be regulated as follows:-

- (A) All officers of the level of Under Secretary and above shall attend office on all working days.
- (B) For regulating the attendance of officers and staff below the level of Under Secretary, all Heads of Departments/Offices shall prepare a roster so as to ensure that 50% of officers and staff attend office on every alternate day. The staff who are not required to attend office on a particular day, shall work from home and should be available on telephone and electronic means of communication at all times.
- (C) Bio-metric attendance shall continue to be suspended until further orders.

The Heads of the Departments/Offices shall ensure strict compliance of the above instructions.

By Order of the Lieutenant Governor.


(Rohit Sharma) KAS

Additional Secretary to the Government

Dated:20.05.2020

No. GAD(Adm)41/2019-III

Copy to:

1. All Administrative Secretaries.
2. Director General of Police, J&K.
3. Principal Secretary to the Lieutenant Governor.
4. Principal Resident Commissioner, J&K Government, New Delhi.
5. Joint Secretary(J&K), Ministry of Home Affairs, Government of India.