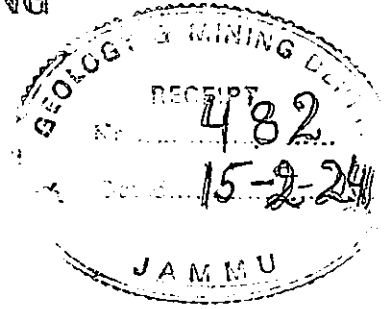


Government of Jammu & Kashmir
DIRECTORATE OF GEOLOGY & MINING

4th Floor, J. L. Nehru Udyog Bhawan, Raj Head Complex, J&K, Jammu - 180012
Ph: +91-191-2477903 Fax: +91-191-2477903 Email: dgmia@jksm.gov.in



Subject: Specification of Signatory.

**Circular No. 04 - JK(DGM) of 2024
Dated 14-02-2024**

It has been observed that in all official communications made with and by the subordinate offices of this Directorate, the officers signing the communication(s) do not mention their names.

It is, therefore, impressed upon all the Officers of this Department to henceforth mention their name(s), designation(s) and charge assigned, if any, below their signatures on all the communications made to and from this Directorate.

Further, it is also directed that in order to make the communication(s) specific and easier, all the Officers of subordinate offices of this Directorate shall in variably mention their Mobile Phone, Telephone numbers and E-mail addresses on all letter head.

Sd/-
(P.S. Rathore) JKAS
Director,
Geology & Mining Department,
JK (UT) Govt., Jammu.

No. 406/C-Adm/DGM/circular/2023-24/938-47

Dated: 14-02-2024.

Copy to:

1. Chief Drilling Engineer, Geology and Mining Department, Kashmir
2. Joint Director, Geology and Mining Department, Jammu/Kashmir
3. Sr. Drilling Engineer, Geology and Mining Department, Jmu/Kashmir
- ✓ 4. Officer Incharge, website Geology and Mining Department, Jammu
5. Officer Incharge MCC, Geology and Mining Department, Jammu
6. Additional Secretary (Law), Geology and Mining Department, Jammu
7. Accounts Officer, Geology and Mining Department, Jammu
8. All District Mineral Officers, Geology and Mining Department, Jammu/Kashmir
9. Notice Board.
10. Office Order file/stock file

u/saad
15.04.24
Website

Maram 14/02/24.
(Dr. Rajinder Singh)
Officer Incharge MCC
Geology and Mining Department
Jammu