



**Government of Jammu & Kashmir**  
**DIRECTORATE OF GEOLOGY & MINING, J&K**

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**Order No.31-JK(DGM) of 2024**

**Dated: 13.05.2024**

**Subject: Nomination of Technical Officer to the Director, Geology & Mining, J&K.**

It is hereby ordered that Mr. Mohd.Yaseen Bhat, *Geologist Grade-II*, in addition to his present assignment is nominated as the Technical Officer to the Director, Geology & Mining, J&K for disposal of all routine and technical matters pertaining to this Directorate.

It is further ordered that Mr. Mahinder Bhat, *Sr. Stenographer* and Mr. Sayed Naseem-ul-haq, *Senior Assistant* of this Directorate shall assist Mr. Mohd.Yaseen Bhat, *Geologist Grade-II* in the disposal of all official work by the latter as Technical Officer to the Director, Geology & Mining, J&K.

Other terms of reference for the designated Technical Officer:-

1. With prior approval of the Director, Geology & Mining, J&K, he shall ensure proper disposal of all references received in this Directorate from different quarters including from Government of India (GoI), Hon'ble Lieutenant Governor's Secretariat, Office of the Chief Secretary, the Administrative Department and any other Government Department/Agency in coordination with the concerned sections/officers of the Directorate.
2. He shall also coordinate with the Ministry of Mines, Govt. of India and all its field/executive agencies viz. IBM, AMD, MECL, GSI etc. with regard to routine matters for their proper disposal with the approval of Director as required from time to time.
3. He shall put up the files pertaining to the appeals before the Director, Geology & Mining, J&K as appellate authority in terms of Rule-85 of SRO-105 of 2016 and assist in their proper disposal under rules.
4. He shall be authorized to directly collect/collate all requisite information from the subordinate offices of this Directorate in furtherance of his duties as Technical Officer to the Director.
5. He shall get himself registered in the E-office platform for processing references/files in the E-office.
6. Shall accomplish any other task assigned to him by the Director, Geology & Mining, J&K from time to time.

Sd/-

**(P. S. Rathore), JKAS**

Director, Geology & Mining, J&K

Dated:13-05-2024

No:DGM/PF/2024-25/ 2816-25

Copy to the:

1. Administrative Secretary, J&K Mining Department for information.
2. Joint Directors, Geology & Mining, Jammu/Kashmir Division for information.
3. I/c Chief Drilling Engineer, Geology & Mining Dept. J&K for information.
4. OIC, Mineral Concession Cell (Central) for information.
5. Mohd. Yaseen Bhat, Geologist Grade-II (Mob. No. 9797079857, for information and compliance.
6. District Mineral Officers (All) for information.
7. Mr. Mahinder Bhat, Sr. Stenographer, for information and compliance.
8. Mr. Syed Naseem-ul-haq, Sr. Assistant, for information and compliance.
9. I/c website for uploading the order in official website.
10. Order/Stock file.

Dr. J. S. Pawar

Officer Incharge (Administration)

**Directorate of Geology & Mining, J&K**

*J. S. Pawar*  
13/05/2024