

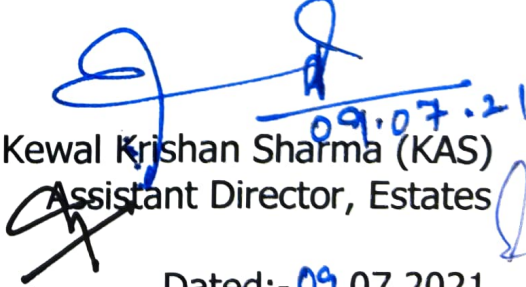
Government of Jammu and Kashmir  
Estates Department, Civil Secretariat,  
J&K, Jammu/Srinagar

Subject: Almirahs, Trunks/Boxes/ un-serviceable items lying in the corridors of Civil Secretariat, Jammu.

**Circular No. 04-DE of 2021**  
**Dated 09.07.2021**

It has been observed that some of the departments have placed almirahs/trunks/un-serviceable items in the open corridors of the Civil Seretariat, Jammu, which not only displaying bad ambience, but also posing security threat.

It is therefore, impressed upon all the Administrative Secretaries to direct their DDOs to immediately shift almirahs, trunks/boxes/un-serviceable items lying in the open corridors of the Civil Secretariat, Jammu, to the respective space(s) allotted to his/her department as per past precedence and in case of difficulty, if any, on this account, may be brought into the notice of Estates Department.

  
Kewal Krishan Sharma (KAS)  
Assistant Director, Estates  
Dated:- 09.07.2021

No. Est/Estab/Misc/2021

Copy to the:-

1. All Administrative Secretaries.
2. Private Secretary to Chief Secretary, J&K.
3. Private Secretary to Commissioner/Secretary to Government, GAD.
4. Private Secretary to Commissioner/Secretary to Government, Estates Department.
5. Private Secretary to Director Estates, J&K.
6. I/c Estates Officer, Jammu.
7. I/c Website, Estates Department.