



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

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Circular No: 63-DE-of 2016

Dated: 12-02-2016

For maintenance and upkeep of its assets, Estates Department undertakes various works annually including in residential colonies both at Srinagar and Jammu. Besides this, the Department also provides required furniture/furnishing items as per the approved framework. However, some of the stakeholders have been consistently requesting for ear-marking some percentage of funds for exclusive utilization for the renovation, upgradation and providing of furniture/furnishing items in the Estates Colonies.

In order to have rational utilisation of funds in different schemes, it is enjoined upon all the concerned to ensure that minimum 1/4th of the approved allocation in respect of renovation/upgradation and 1/3<sup>rd</sup> in respect of furniture/furnishing is utilised henceforth for the benefit of non-gazetted/lower grade employees.

Circular instructions may be followed in letter and spirit.

**By Order.**

  
(Dr.G.N.Itoo)KAS  
Director Estates

No: PS/DE/2015/202.

Dated: 12-02-2016

Copy to the following for inf. and n/a.

- 1-2. Deputy Director Estates Jammu/Srinagar.
3. Chief Accounts officer, Estates Department, Jammu
4. Deputy Director (P) Estates Department, Jammu.
- 5-6 Executive Engineer Estates Division Jammu/Srinagar.
7. Private Secretary to Financial Commissioner, Estates Department for information of Financial Commissioner.
8. Private Secretary to Commissioner/Secretary to Government Finance Department for information of Commissioner/Secretary.
9. I/c website/stock file.