

**Information Technology Department**  
**Civil Secretariat, J&K**

Subject: Capacity Building on Online Services.

**Government Order No: 03-JK(ITD) of 2023**

**Dated: 11.01.2023**

With the view to achieve the vision of Digital Jammu & Kashmir and to disseminate the knowledge of usage of Online Services of various departments a team comprising of under mentioned officers/officials is hereby ordered to be constituted with the mandate given at "A" below:

S. No.	Name of Officers/Officials
1.	Two officers from NIC to be nominated by SIO, NIC.
2.	Mr. Imran Sufi, Project Manager, JaKeGA.
3.	Mr. Syed Aijaz, Consultant, SeMIT.
4.	Mr. Arun Panotra, Analyst, JaKeGA

Ms. Neha Bakshi, Jr. JKAS, Under Secretary to the Government, Information Technology Department shall coordinate with all concerned to ensure the successful organizing of training programs and Mr. Imran Sufi, Project Manager, JaKeGA shall submit the list of trainees alongwith recommendations/suggestions, if any, to the Under Secretary to the Government immediately after culmination of the respective training programs.

**Terms of Reference:**

1. The team shall provide training (Capacity Building) to Master Trainees of various departments with regard to usage of Online Services of all government departments.
2. The team shall facilitate/clarify the queries by the Master Trainers or any officer/official during the initial usage of online services.

**By order of the Government of Jammu & Kashmir.**

Sd/-

(Prerna Puri), IAS

**Commissioner Secretary to the Government**

No: IT-Gen/146/2021

Dated:11.01.2023


**Copy to the:**

1. Joint Secretary (J&K) Ministry of Home Affairs, Government of India.
2. Mr. Abhishek Sharma, IAS, Chief Executive Officer, JaKeGA.

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1778596/12/2023 CS Saleem Khan, State Informatics Officer, NIC, J&K.

4. Head SeMT, J&K.
5. Private Secretary to Chief Secretary, UT of J&K.
6. Ms. Neha Bakshi, Jr. JKAS, Under Secretary to the Government, Information Technology Department for compliance.
7. Private Secretary to Principal Secretary to the Government, School Education Department.
8. Private Secretary to Commissioner/Secretary to the Government, Department of Rural Development and Panchayati Raj.
9. Private Secretary to Commissioner/Secretary to the Government, Information Technology Department.
10. Private Secretary to Secretary to the Government, General Administration Department.
11. Mr. Imran Sufi, Project Manager, JaKeGA.
12. Mr. Syed Aijaz, Consultant, SeMT.
13. Mr. Arun Panotra, Analyst, JaKeGA.
14. Incharge Website
15. Government Order file.

  
11/01/2023  
Additional Secretary to the Government