

GOVERNMENT OF JAMMU AND KASHMIR
INFORMATION TECHNOLOGY DEPARTMENT
CIVIL SECRETARIAT, J&K, JAMMU

Subject: - Scanning and digitizing of records of Civil Secretariat-regarding.

Reference: - Meeting of Committee of Secretaries (CoS) held on 08.03.2021.

Government Order: 16 -JK(ITD) of 2021

Dated: 09 -03-2021

In continuation to Circular No. 03-JaKeGA of 2021 dated 01.02.2021, issued by Chief Executive Officer, JaKeGA, Department of Information Technology, it is hereby ordered that the timeline for scanning and digitization of files/records of various departments functioning from Civil Secretariat has been extended till 25.03.2021, beyond which no file will be accepted for scanning.

By Order of the Government of Jammu & Kashmir.

Sd/-

Simrandeep Singh
Secretary to the Government
Information Technology Department

No: ITD/Gen/49/2018-II

Dated: -09.03.2021

Copy to the: -

1. All Administrative Secretaries with the request to direct their concerned Nodal officers to dispatch the unscanned files, if any, latest by 25.03.2021 as per the existing Standard Operating Procedure (SOP).
2. Principal Secretary to the Hon'ble Lieutenant Governor.
3. Joint Secretary(J&K), Ministry of Home Affairs, Government of India.
4. Private Secretary to the Chief Secretary for information of the Chief Secretary.
5. Private Secretary to Secretary to the Government, Information Technology Department for information of the Secretary.
6. Incharge Website, Information Technology Department.
7. Mr. Irfan Ahmed, Project Manager, JaKeGA.
8. Government Order file.

Under Secretary to the Government
Information Technology Department

09/03

SP 9.3.21

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