Government of Jammu and Kashmir
Information Technology Department,
Civil Secretariat, J&K, Jammu
****

Sub: Audit of IT equipment - regarding.

Government Order No: 37-JK (ITD) of 2021
Dated: 29.04.2021

1) Whereas, vide Circular No.03-JK(ITD) of 2021 dated 27.04.2021 of IT Department, an audit is required to be conducted to get actual stock of all available and issued computers and other IT equipment in the Jammu and Srinagar Secretariats.

2) As such, it is hereby ordered that an audit Committee shall be constituted which shall undertake audit of existing IT equipment, particularly computers/All in One Desktops/PCs; Printers (of all kinds) and Scanners (of all kinds). The following shall be the composition of the teams: -
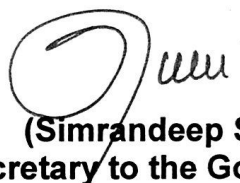
Team for Jammu Secretariat	Team for Srinagar Secretariat
Mr. Afaq Ahmad, Deputy Secretary (Leader)	Mr. Mohd. Iqbal, Deputy Director, (Leader)
Mr. Raman Gupta, Technical Officer, IT	Mohsin Qadir, Manager, IT
Ms. Megha Khajuria, Manager, JaKeGA	Ishfaq Ahmad Bhat, Analyst, IT
Mr. Parminder Wazir, Analyst, JaKeGA	Asgar Ali, Technical Officer, IT
	Javid Ahmad Wani, Technical Officer, IT

3) It is further ordered that Sh.Vaibhav Kohli, Additional Secretary to Government, IT Department, shall coordinate this activity in both the Secretariats along with Ms. Saima Mir, Project Manager, JaKeGA.

28.4.21 .

4) A consolidated report indicating the availability of IT equipment in both Secretariats shall be furnished by or before 11th May, 2021 by Additional Secretary to Government, IT. The audit should clearly capture the equipment issued by the Department of IT/JaKeGA and that actually available in various departments at both places. Additional Secretary may frame suitable formats enabling the teams to capture information systematically.

5) Director, Estates, shall be contacted to open all rooms and halls in both premises in order to be able to conduct the audit satisfactorily.

By order of the Government of Jammu and Kashmir.

(Simrandeep Singh) 29.04.21
Secretary to the Government

No: ITD/Gen/31/2021   **Dated: 29.04.2021**
Copy to:-

1. Chief Secretary, J&K for favour of information.
2. Principal Secretary to the Lieutenant Governor, J&K.
3. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
4. Director, Estates, J&K.
5. Mr. Vaibhav Kohli, Additional Secretary to Government, IT Department.
6. Mr. Afaq Ahmad, Deputy Secretary, IT Department.
7. Mr. Mohd. Iqbal, Deputy Director (E&S), IT Department.
8. Private Secretary to the Secretary to Government, Information Technology Department.
9. Ms. Saima Mir, Project Manager, JaKeGA.
10. Concerned Officers/officials.
11. Government Order/Stock file.