

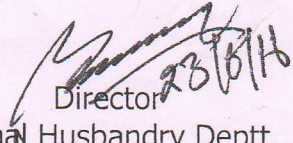


Government of Jammu & Kashmir
Directorate of Animal Husbandry Department, Jammu
-:00:-

CIRCULAR

The Government of J&K is seriously monitoring the status of the Public Services Guarantee Act and Public Grievance Redressal System in all offices. Accordingly all the subordinate officers are directed through this communication to study the Public Services Guarantee Act and list the activities which would come under the purview of the act. They will also frame a Public Grievance Redressal Mechanism in their offices. Besides designating a Nodal Officer, they will also maintain a day to day register in their offices in which the grievances received will be listed date wise with columns wherein redressals done are also noted. At the end of the month they will also submit a progress report on the same.

It would be advisable if two days in a week are specifically ear marked for meeting public under these stipulations and listen to their grievances. Accordingly every Wednesdays and Saturdays of the week between 2 to 4 PM the officers should be present to meet the public. In case the officer is not available the designated second in command should be present in the offices. The officers will nominate the second in command and also frame a Public Grievance Redressal Mechanism and notify it in the paper for the information of the public.


Director
Animal Husbandry Deptt,
Jammu
23/6/16

No:-DAHJ/ 2643-67

Dated:- 23/6/2016

Copy to the:-

1. Chief Executive Officer, Livestock Dev. Board, Jammu
2. The Joint Director ARV, R.S. Pura/Farms/Poultry.
3. Dy. Director P&S/Research/Epidemiologist/Supdt CVH/ Supdt. SDVH
R.S.Pura/RCO/Dy. Director Poultry/Manager FSB Jammu/Disease Investigation
Officer Jammu.
4. The Chief Animal Husbandry Officer, Jammu/Kathua/Samba/Reasi/Udhampur/
Rajouri/Poonch/Doda/Kishtwar/Ramban for information and further necessary
action.
5. In-charge departmental website for uploading on the site.