

**UNION TERRITORY OF JAMMU & KASHMIR
DIRECTORATE OF AGRICULTURE & FARMER'S WELFARE, JAMMU**

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- 1) Joint Director Seed, Pesticides & Fertilizer, Jammu
- 2) Joint Director, Apiculture and Mushroom Development Jammu
- 3) Joint Director, Farms Spices and Medicinal Plant, Procurement Mandis, Jammu.
- 4) Joint Director, Marketing, Post-Harvest Management Infrastructure and Farm Mechanization, Jammu
- 5) Joint Director of Agriculture (Extension) Jammu
- 6-15) Chief Agriculture Officer, Jammu/Kathua/ Rajouri/ Udhampur/ Poonch /Doda/Samba /Reasi /Kishtwar /Ramban
- 16) Agriculture Research Engineer, Jammu
- 17) Dy. Director of Agriculture (Trgs.) Jammu
- 18) Divisional Soil Survey Officer, Jammu
- 19) Accounts Officer, DAJ Jammu.
- 20) Assistant Director, Law and Enforcement Jammu
- 21) Divisional Seed Certification Officer, Jammu
- 22) Seed Analyst, Jammu
- 23) Assistant Soil Conservation Officer (I&P), Jammu
- 24) Agriculture Chemist, Jammu

No:- Agri/DAJ/Estt- 63/2020-21/ **6121-46** Dated: 19.03.2021
 Subject:- Deputation of Senior Assistants/Junior Assistants for undergoing J&K Secretariat Assistant Training Course/Foundation Course-regarding.

Sir,

With reference to the subject captioned above, I am directed to request you to go through the Final Seniority lists of Senior Assistants and Junior Assistants circulated by this Directorate during 2020 and furnish the information in respect of Senior Assistants/Junior Assistants working under your control, to this office **within two days positively** strictly as per following devised format.

Format-A (Information in respect of Senior Assistants)

S. No	Name of the Senior Assistant	Sl. No in the Seniority list	Date of birth	Date of 1 st Appointment	Date of appointment to the post of Senior Assistant	Whether undergone J&K Secretariat Assistant Training Course, if not mention willingness of concerned incumbent for underdoing training

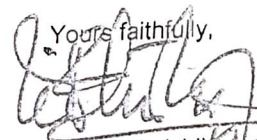
Format-B (Information in respect of Junior Assistants)

S. No	Name of the Junior Assistant	Sl. No in the Seniority list	Date of birth	Date of 1 st Appointment	Date of appointment to the post of Junior Assistant	Whether undergone J&K Secretariat Assistant Foundation Course, if not, mention willingness of concerned incumbent for underdoing training

Furthermore, in case the information is not received in this office within stipulated time, it will be presumed that none of the Senior Assistant/Junior Assistant working under your control is willing to undergo above said training course during coming session.

Matter may be treated as most urgent.

Yours faithfully,


 (R.K Hitaishi) 19/03/2021
 Dy. Director of Agriculture
 (Central) Jammu

Copy to:-

- 1) I/C Website, Directorate of Agriculture Jammu for uploading this letter on official website.