

GOVERNMENT OF JAMMU AND KASHMIR
DEPARTMENT OF SOCIAL FORESTRY
J&K-JAMMU

Sub: Direct Correspondence.

CIRCULAR

It has been observed that Divisional Forest Officers enter into direct correspondence with the undersigned or endorse communications to this office directly without following the proper protocol. This practice of by-passing the hierarchy needs to be stopped forthwith.

All the Divisional Forest Officers, Social Forestry Department, J&K are impressed that the communications/ correspondence with the undersigned need to be exclusively signed by the Regional Director concerned and no officer shall communicate or endorse correspondences directly to this office unless direly needed or specifically asked to do so.



Director,

Department of Social Forestry,
J&K, Jammu

No: Dir/SF/J&K/1587-16 01

Dated: 11-2-2017

Copy for information and necessary action to the:-

1. Regional Director, Department of Social Forestry, Jammu.
2. Regional Director, Department of Social Forestry, Kashmir.
3. All Divisional Forest Officer (s), Department of Social Forestry, J&K.
4. ✓ I/C Website for uploading on official website www.jksocialforestry.nic.in

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