



Government of Jammu and Kashmir
Directorate of Horticulture Planning & Marketing
Rajbagh Srinagar.

CIRCULAR

It is impressed upon all the Deputy Directors / Area Marketing Officers of the Department of Horticulture Planning & Marketing that no leave of any kind be sanctioned in favour of the staff working under their control unless and until the title of the leave has been verified by the concerned Drawing & Disbursing Officer on the prescribed format of leave application of the applicant.

Any deviation to the Circular instructions shall be dealt seriously and action under rules shall be initiated against the erring officers under rules.

Nazim Zai Khan
13/8
(Nazim-Zai Khan) KAS
DIRECTOR
Horticulture Planning & Marketing

No:- DHPM/101/Esttb/2018/2961-74 Dated: 13 .08.2018.

Copy to the:-

1. Deputy Director Horticulture (P&M) Kashmir / Delhi and Jammu.
2. All Area Marketing Officers Horticulture (P&M) Department.
3. I/c IT section for uploading on the Departmental website.
4. Concerned file.