



**DIRECTORATE OF FIRE & EMERGENCY SERVICES J&K**  
**GANDHI NAGAR , JAMMU**

Tel: - 0191-2457821  
Fax: - 0191-2453013  
Email: info.fesjk@gmail.com

**Subject:-** Secretariat Assistants Training Course(SATC) and Foundation Course in respect of Senior Assistants and Junior Assistants of Heads of the Department's/Offices and Moving Departments  
**Ref:** General Administration Department Order No. 135-JK(GAD) of 2021 Dated 11.02.2021.

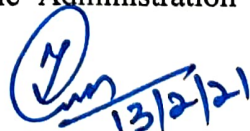
**ORDER No. 132 OF 2021**  
**DATE D:- 13 02.2021**

Persuant to above Government Order, the following Senior/Junior Assistants of this Department are hereby deputed for undergoing 50 working days Secretariat Assistants Course(SATC) and Foundation Training Course respectively commencing from 15.02.2021 in the J&K, Institute of Management, Public Administration and Rural Administration and Rural Development Jammu.

| S.No | Name                   | Designation      | Place of posting    |
|------|------------------------|------------------|---------------------|
| 1.   | Arifa Hussain          | Senior Assistant | Directorate Office  |
| 2.   | Surya Parveen          | Senior Assistant | JD Office Kashmir   |
| 3.   | Mohammad Lateef Zargar | Senior Assistant | DD Office, Srinagar |
| 4.   | Narsullah Khan         | Senior Assistant | AD Office Kupwara   |
| 5.   | Ab. Qayoom Hajam       | Senior Assistant | AD Office Budgam    |
| 6.   | Zakir Hussain Lone     | Senior Assistant | AD Office, Kulgam   |
| 7.   | Mudasir Mukhtar        | Junior Assistant | Directorate Office  |
| 8.   | Ajay Kumar             | Junior Assistant | Directorate Office  |
| 9.   | Nisar Ahmad Mir        | Junior Assistant | DD Office, Sopore   |
| 10.  | Fayaz Ahmad Dar        | Junior Assistant | Directorate Office  |

Further all kinds of leaves sanctioned in favour of the aforesaid officials are hereby deemed to be cancelled inter alia they shall be deemed to have been relieved and are directed to report at J&K, Institute of Management, Public Administration and Rural Development, Jammu on 15.02.2021 at 10 AM Sharp.

**BY ORDER**

  
**(Mohammad Yaqoob Dar)**  
Administrative Officer  
Fire and Emergency Services,  
J&K, Jammu.

NO: DF&ES/Est/2021/ 1908-1929  
Copy to the:-

Dated:13.02.2021

1. Director General, Institute of Management, Public Administration, and Rural Development, Jammu.

2. Secretary/Commissioner to Government, General Administration Department, Civil Secretariat, J&K, Jammu.
3. Secretary/Commissioner to Government, Home Department, Civil Secretariat, J&K, Jammu.
4. Joint Director, Fire and Emergency Services, J&K, Kashmir Range, Srinagar.
5. Deputy Director, Fire and Emergency Services, Command Srinagar/Sopore/Kulgam.
6. Assistant Director, Fire and Emergency Services, Command Budgam/Kupwara/Kulgam.
7. Concerned officials.
8. I/C website.
9. Order Book.

  
13/2/21  
(Mohammad Yaqoob Dar)  
Administrative Officer  
Fire and Emergency Services,  
J&K, Jammu.