

**GOVERNMENT OF JAMMU AND KASHMIR
OFFICE OF THE DIRECTOR GENERAL OF PRISONS
Department J&K.**

Subject:- Scrutinization of bills – Regarding

Circular No 4 of 2023

Dated:- 09-03-2023

In order to ensure the genuineness of the claim pertaining to supplies, it is impressed upon all the Superintendent Jail of Jammu/ Kashmir Division to forward henceforth bills in original duly verified by respective Superintendent jail along with an abstract of Stock Register duly attested (original ink signed) to head office in hard form and soft form through e-office Id/or through official email id, those who have not activated their E-office Id. Further, all Superintendent jails are requested to activate their E- Office id immediately without any further delay for effective official business.

Deepak Kumar
09.3.2023

(Deepak Kumar) IPS
Director General
Prison Department,
J&K.

No : Accts./ N/186/9849-53

Dated : 9-3-2023

Copy to:-

1. DIG, Prison, J&K for information.
2. Financial Advisor & CAO for information.
3. All Superintendent Jail of Jammu/ Kashmir for information and compliance.
4. Assistant Accounts officer, Head office for information.
5. Cashier, Prison Headquarters, J&K Jammu.