



J&K Economic Reconstruction Agency
2nd Floor, ERA Commercial Complex, Srinagar
2nd Floor JKPC Building Rail Head Complex, Jammu



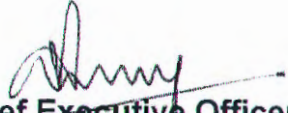
ORDER NO: 12-1 JK ERA of 2019

DATED: 29.11.2019

Subject: Receiving Physical and Digitised records from DSC's Jammu/Kashmir for Loan 2331-IND, 2925-IND and 3132-IND.

In view of closure of DSC's of J&K ERA in Jammu and Srinagar by 30th November 2019 and in pursuance to previous order on the subject, it is hereby ordered that the respective Project Managers of J&K ERA for Loan 2331-IND, 2925-IND and 3132-IND will ensure that the records/data are received in proper manner as described below:

1. The physical records should be duly verified by the concerned APM/JE/PA and endorsed by the concerned PM.
2. The physical records should be properly labelled and kept in safe custody under the supervision of the nodal officer designated by the respective PM.
3. The digitized records in cohesion with physical records should be verified by the respective APM's and handed over to IT section of J&K ERA who will keep it in digital library.


**Chief Executive Officer
J&K ERA**

No: ERA/CEO/1298Adm/4018-51

Dated: 29.11.2019

Copy to:-

1. Director F/K/J, J&K ERA for information.
2. Project Manager Hyd/Tpt Jammu/Kashmir, J&K ERA for information and compliance.
3. Networks Administrator J&K ERA for Information.
- ✓ 4. System Manager Jammu/Srinagar for information and compliance.