

Suggestive distribution of Work Amongst officers in the
Deputy Commissioner Jammu's office.

S. No.	Name of the officer with designation	Assignment.
1.	Ms. Sheetal Nanda, IAS Addl Deputy Commissioner, Jammu.	<ol style="list-style-type: none"> 1. Office Administration. 2. Guns/Arms Factories Licenses. 3. HCM Grievance Cell Complaints (Nodal Officer). 4. Departmental Vigilance officer. 5. Price Control/Enforcement issues. 6. Assembly/Parliament Questions. 7. Polythene Ban Enforcement/Issues related to PCB. 8. Recovery matters. 9. PRC (Jammu Rural). 10. RTI (Nodal officer) 11. Printing Press, Publication & Information Regulation. 12. Civil Defence. 13. Haj & Auqaf Matters. 14. Sainik School Nagrota. 15. Matter regarding Ex-Serviceman. 16. Armed Forces Flag Day Collection. 17. Super Bazar/Cooperatives. 18. Surinsar Development Authority. 19. Nehru Yuva Kender. 20. Roshni Act. 21. Bovine Act. 22. Land revenue enquiries. 23. Any other matter delegated/assigned by the Deputy Commissioner.
2.	Sh. Daulat Ram Sharma, Addl charge of ADDC Jammu.	<ol style="list-style-type: none"> 1. Inspection & Monitoring of Development Works. 2. Self Employment. 3. DLRC. 4. SKEWPY. 5. Sewerage & Drainage works concerning ERA, NBCC & JNNURM. 6. Regional Transport Authority matters. 7. Single Window Clearance of Industries Deptt. 8. Pulse Polio immunization. 9. Prohibition of Tobacco Products Act-2003 10. Matter pertaining to Local bodies- Municipalities and JMC. 11. Land revenue enquiries. 12. Any other matter delegated/assigned by the Deputy Commissioner.

3.	Sh. Daulat Ram Sharma, Addl Deputy Commissioner, Jammu.	1. Drawing & Disbursing officer. 2. Land revenue enquiries. 3. Any other matter delegated/assigned by the Deputy Commissioner.
4.	Sh. Inderjeet, Assistant Commissioner (Rev), Jammu.	1. All Revenue matters/Land Acquisition cases/conducting revenue meetings & follow up. 2. Land Valuation and Rent Assessment. 3. SRO 43 Cases & Property Certificate. 4. BPL Verification. 5. Issues pertaining to DPs/Evacuee Property. 6. Civil Military Liaison. 7. Election matters. 8. Permission for Sheller machines. 9. Relief Matters. 10. Land revenue enquiries. 11. Any other matter delegated/assigned by the Deputy Commissioner.
5.	Ms. Vivek Sharma, Assistant Commissioner (Gen), Jammu.	1. Public Safety Act. 2. Disaster Management Act. 3. Exhibitions, Functions/Festival (Jhiri Mela) 4. Legal Cases. 5. NGOs/Non Political Involvement Certificate. 6. Matters regarding Brick Kilns. 7. Red Cross and Child line. 8. Bar Licenses (NOCs). 9. Prohibitory orders u/s 144 Cr.P.C. 10. Recommendations for Awards etc. 11. PRC (Jammu City). 12. Explosives Act. 13. All Misc/Gen Issues. 14. Matter pertaining to Cinema Hall and Video Parlours. 15. Land revenue enquiries. 16. Any other matter delegated/assigned by the Deputy Commissioner.
6.	Assistant Commissioner (N) Jammu.	1. Nazool Matter. 2. Stamp Vendor Licences inspection and Regulations. 3. National Land Record Computerization Project. 4. Land revenue enquiries. 5. Any other matter delegated/assigned by the Deputy Commissioner.
7.	Sh. Shesh Paul Spl. Tehsildar (Recovery), Jammu.	1. Recovery cases of Awards, decrees within his jurisdiction. 2. Roshni Cell.