



SRINAGAR DEVELOPMENT AUTHORITY

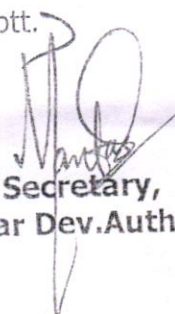
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C I R C U L A R

It has been observed that the officers/officials are not transitioning from physical to e-office mode in SDA despite being given enough time for the transition. The non-implementation of e-office in SDA has been viewed seriously by the authorities.

It is as such impressed upon all the officers/officials of SDA to shift from offline mode to online e-office mode with effect from 05.07.2022. No correspondence/file in physical format shall be accepted from the said date. It is in place to mention here that all the wings of SDA have been provided with scanners, computers etc. and are advised to scan and follow the new correspondence/files through e-office only. For scanning of old records, SDA has taken up the matter with IT Deptt.

By order.


Secretary,
Srinagar Dev. Authority.

NO:SDA/VC/Adm/1128-35
DT: 4/07/2022.

Copy for information to:

- Director, Land Management, SDA
- Financial Advisor/CAO SDA
- Executive Engineer, SDA
- I/C Senior Town Planner, SDA
- Law Officer, SDA
- I/C Dy. Director (Enforcement) SDA
- ☒ Computer Programmer, SDA for inf. & n/action.
- Pvt. Secy. to Vice Chairman for inf. to the VC, SDA.