



AZAD GOVERNMENT OF THE STATE OF JAMMU & KASHMIR
OFFICE OF THE COMMISSIONER INLAND REVENUE
AZAD JAMMU & KASHMIR



Dated: 12 / 12 / 2019

CIRCULAR:

- 1) It has been observed by the Competent Authority that some employees of the Department are directly approaching the offices of Chief Secretary, Secretary Services and finance Secretary Government of AJ&K and are making direct correspondence with senior functionaries without intimation and without seeking prior approval from or forwarding by this office. The Competent Authority has taken a serious view of this practice as it not only hampers the administrative mechanism of Head Office but it is also violative of office rules and procedure which tantamount of misconduct and attracts initiation of *disciplinary* proceedings against the miscreant(s).
- 2) Specific instructions in this regard have already been issued from this office but in flagrant disregard of these stranding instructions, certain employees are still engaged in lodging direct representations and applications before the senior Governmental authorities by passing the chief controlling and executive authority of the Department. This unauthorized act on part of an employee not only impedes the revenue collection process but is also gross violation of terms and limitations envisaged under enforced rules.
- 3) Henceforth, all Officers / Officials of the Department are directed to refrain from this illegal and unauthorized practice. In case of any negligence or violation, an immediate suspension of the concerned Officer/Official shall be ordered alongwith initiation of disciplinary proceedings under enforced disciplinary rules.

This is being issued with the approval of Competent Authority i.e. **Commissioner Inland Revenue, Head of Department, AJ&K.**

(Syed Anser Ali)
Special Assistant
To
Commissioner IR AJK

Copy to:

1. PSO to Chief Secretary, GOAJ&K, Muzaffarabad.
2. PS to Secretary, Inland Revenue Department, GOAJ&K, Muzaffarabad.
3. The Commissioner Inland Revenue (PT), Headquarters, Mirpur.
4. The Commissioner Inland Revenue (Appeals), Mirpur.
5. The Additional Commissioners Inland Revenue (I),(II), (III) & (IV) and Departmental Representative Income Tax, Muzaffarabad/ Mirpur.
6. All other Officers of Inland Revenue (Direct Taxes/Provincial Taxes), AJ&K.
7. The Deputy Directors (MIS), Mirpur and Muzaffarabad.
8. The Admin Officer CIR Head Office, Muzaffarabad.
9. IT Wings of the Department for uploading on official web-site.
10. The Information Officer, Press Information Department, Mirpur of publication in newspapers.

(Syed Anser Ali)
Special Assistant
To
Commissioner IR AJK