

**Government of Jammu and Kashmir  
ARI & Trainings Department  
Civil Secretariat, Srinagar**

**Minutes of the Review Meeting on upcoming Administrative Reforms Regional Conference held on 11.05.2022 in the Office Chamber of Shri Amit Sharma, JKAS, Secretary to the Government, ARI & Trainings Department at 4.00 PM.**

A Review Meeting was held under the Chairpersonship of Secretary to the Government, ARI & Trainings Department (Nodal Officer of the Government) on 11.05.2022 at 4.00 PM in his Office Chamber, 1<sup>st</sup> Floor Room No 171, Civil Secretariat Srinagar regarding the upcoming two-day Regional Conference on the theme of "Bringing Citizens and Government Closer through Administrative Reforms" at SKICC on 16<sup>th</sup> & 17<sup>th</sup> May, 2022. The list of participants is enclosed as "**Annexure A**".

After threadbare discussions and deliberations on several issues, the following decisions were arrived at:

**1. Installation of Stalls/Exhibits at the Venue.**

The representatives of the following departments assured the Chair that their departments shall install their stalls/exhibitions at the SKICC, Srinagar which is the Venue of the Conference by or before 02:00 PM on 15.05.2022:

- i. JK IMPA & RD.
- ii. Information Technology Department/JaKeGA.
- iii. Srinagar Municipal Corporation.
- iv. Rural Development Department.
- v. Social Welfare Department.
- vi. Revenue Department and;
- vii. J&K Bank.

IMPA & RD and SKICC shall provide logistic support to the above departments for installation of exhibits at said Venue Site.

*Handwritten signature*

**(Action to be taken by JK IMPA & RD, Information Technology Department/JaKeGA, Srinagar Municipal Corporation, Rural Development Department, Social Welfare Department, Revenue Department and J&K Bank)**

**2. Reception and see-off the Dignitaries/Guests.**

Director, Hospitality & Protocol assured that proper arrangements shall be made for reception and see-off of the Dignitaries/Guests as per past practiced which is mandate of Hospitality & Protocol Department.

**(Action to be taken by Director Hospitality & Protocol Department).**

**3. Provision/Arrangement of Accommodation.**

The accommodation and stay arrangement for the dignitaries shall be made by Hospitality & Protocol and JKTDC together. In this regard, both the departments have committed to provide the accommodations as per following details:-

- a) 07 Suites and 20 rooms shall be provided by J&K Hospitality & Protocol Department.
- b) JKTDC shall provide 25 rooms in TRC Hotel Kangposh, 05 Deluxe rooms in Hotel Heemal and 05 more in the Hotel Heemal subject to availability.
- c) Hospitality & Protcol Department shall ensure to provision requisite/suitable accommodation to senior most dignitaries, who shall be declared as State Guests by the Government of UT.

**(Action to be taken by Director Hospitality & Protocol and General Manager, JKTDC)**

**4. Security Arrangements.**

Home Department shall ensure that sufficient security arrangements are well in place for the whole Event/Conference, as per the protocol and past practice.

**(Action to be taken by Home Department)**

*Amc.1*



## **5. Transportation Arrangement.**

Director State Motor Garages, J&K shall provision sufficient vehicles and ensure that suitable transportation arrangements are in-place for the visiting dignitaries as per the protocol and past practices.

### **(Action to be taken by Director State Motor Garages)**

The meeting ended with vote of thanks to the Chair.

  
(**Aadil Bashir**)

Under Secretary to the Government  
ARI & Trainings Department

No: ARI-Gen/38/2022-01

Dated:11/05/2022

Copy to the:-

1. Financial Commissioner (Additional Chief Secretary), Home Department.
2. Principal Secretary to the Government, General Administration Department.
3. Director General, JK IMPA & RD.
4. Commissioner/Secretary to the Government, Revenue Department.
5. Commissioner/Secretary to the Government, Social Welfare Department.
6. Commissioner/Secretary to the Government, Rural Development Department.
7. Secretary to the Government, Information Technology Department.
8. CMD, J&K Bank Limited.
9. Director, Hospitality & Protocol Department.
10. Commissioner Srinagar Municipal Corporation.
11. Managing Director, JKTDC.
12. Director, State Motor Garages, J&K.