


**CIRCULAR**

It has been observed that the College Principals are addressing their communications in the Secretariat directly to the lower rank officers of Higher Education Department whereas all communications are required to be addressed to the Commissioner/Secretary or Director Colleges. As such for proper functioning and quick disposal of the reference, all the Principals of Government Degree Colleges as well as Private Colleges are impressed upon to make correspondence in the name of Commissioner/Secretary to Government, Higher Education Department/Director Colleges.

  
Deputy Secretary to Government  
Higher Education Department

No:-HE/Gen/318/2007

Copy to the:-

Dated:- 16 -08-2011

1. Registrar All Universities of State for similar necessary action.
2. Dean College Development Council, University of Kashmir for similar necessary action.
3. Director College Development Council, University of Jammu for similar necessary action.
4. Nodal Principals, A.S College, Srinagar/GGM Science College, Jammu
5. Principal all principals of State Govt. Deg. Colles
6. Pvt. Secretary to Commissioner/Secretary, Higher Education Department
7. Chairman/ Chairperson All Pvt. Colleges of State.

  
  
  
20/8/11