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GOVERNMENT OF JAMMU AND KASHMIR

Directorate of State Motor Garages Department

Bemina Bypass Srinagar / New Plot Jammu

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Subject:- Employees Performance Monitoring Portal-reg.

CIRCULAR

In pursuance of Government Order No. 174-JK(GAD) of 2022 dated 17.02.2022 and Circular No. 08-JK(GAD) of 2022 dated 17.02.2022 issued by the General Administration Department whereunder all Employees working in various Government Departments/PSUs/Organizations are directed to upload their monthly achievements/performance on J&K Employees Performance Monitoring Portal on <https://epm.jk.gov.in> by or before 7th of every month w.e.f. March 2022.

Accordingly it is impressed upon all the employees of State Motor Garages Department to upload their monthly achievements / performance on J&K Employees Performance Monitoring Portal (<https://epm.jk.gov.in>) by or before 7th of every month w.e.f. March 2022 which can be accessed through the existing CPIS Number through One Time Password (OTP), which will be provided through *SANDES application* available both for Android and IOS users. *The employees of this Department shall download the SANDES application for subsequent submission of their Monthly Performance Report on EPM Portal immediately.*

The *CPIS Number* of Reviewing / Controlling Officers of State Motor Garages Department is given as under:-

S. No.	Name of the Reviewing / Controlling Officer	CPIS Number	Category of Employees
1.	Malik Tahir Gani, (Director SMG J&K)	STSFSD00030187	i) Deputy Directors. ii) Ministerial Staff of Direction Office, SMG.
2.	Syed Muarif Andrabi (Deputy Director SMG Kashmir)	ATJTPT00010182	i) All Kashmir Based Technical and Crew Staff. ii) Ministerial Staff of SMG Kashmir.
3.	Akshya Rajan (Deputy Director SMG Jammu)	KKTRDD00010008	i) All Jammu Based Technical and Crew Staff. ii) Ministerial Staff of SMG Jammu.

Action as warrants under rules shall be initiated against the official who fails to upload his/her monthly achievements / performance on EPM Portal.

(N. A. Mattoo)

Administrative Officer,

State Motor Garages Department,
J&K, Srinagar/Jammu

No. RCD-951/ 4511-16 /DSMG

Dated:- 21 :02:2022.

Copy to the:-

1. Deputy Director, SMG Department, Kashmir/Jammu for information and necessary action.
2. Accounts Officer, SMG Department, J&K Jammu for information and necessary action.
3. Incharge Website, SMG Department, J&K Jammu/Srinagar for information and necessary action.
4. Notice Board, SMG Jammu / Srinagar.
5. O. B. File.