



ADMINISTRATION OF UNION TERRITORY OF LADAKH
GENERAL ADMINISTRATION DEPARTMENT
Civil Secretariat, Ladakh

E-mail Id:- gadutladakh@gmail.com

Subject:- Adoption of e-Gazette in the Union territory of Ladakh for publication of notifications, orders, standing rules & regulations.

Order No: 71-LA (GAD) of 2020

Dated:-25 .09.2020

Following officers are entrusted the roles/responsibilities indicated against each for operationalizing the e-Gazette web application/ portal of UT of Ladakh.

Role	Authorized Officers	Description
Submitter	Department wise list of officer enclosed as "Annexure-A"	The submitter is authorized to submit the content online for publishing in e-Gazette.
Uploader/ validator	Administrative Secretary/ Additional Secretary of the Department as mentioned in the "Annexure-A".	The Uploader/ validator is authorized to Create Gazette from the submitted content by the Submitter and validate the content of e-Gazette.
Approver	Administrative Secretary General Administration Department.	The approver is authorized to Approve and Publish the uploaded e-Gazette on website.
Location Admin	Administrative Secretary General Administration Department.	The Location Admin is authorized to withdraw a Published e-Gazette if needed.
Administrator	Administrative Secretary IT Department	The Administrator is authorized to Manage the Users and getting MIS reports.
DoP Admin	Administrative Secretary IT Department	The DoP (Department of Publication) Admin is authorized to Verify and Activate the Organization/Nodal Officer Registration and getting MIS reports.

Sd/-
(Ajeet Kumar Sahu)IAS
Commissioner/Secretary
General Administration Department

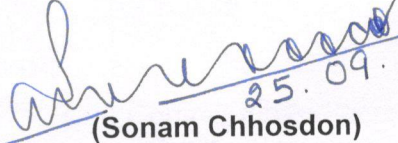
Ajeet Kumar Sahu
25.09.2020

No: No: LA/GAD(Order)UTL/2019(01)

Dated: 25.09.2020

Copy to the:-

1. Commissioner/Secretary (RS).
2. Secretary (SB), Ladakh. The Departmental U.O. file is also returned herewith.
3. Secretary Law Department, Ladakh.
4. Administrative Secretary, (RK) Ladakh.
5. Additional Secretary, Home Department, Ladakh.
6. Concerned officers.
7. OSD to Hon'ble Lieutenant Governor, Union Territory of Ladakh for information of Hon'ble Lieutenant Governor.
8. District Informatics Officer, NIC, UT Ladakh for uploading on the UT website
9. Private Secretary to Advisor for information of Advisor to Hon'ble Lieutenant Governor
10. Private Secretary to HCECs LAHDC Leh/Kargil for information of HCECs.
11. Private Secretary to Commissioner/Secretary, GAD for information of Commissioner/Secretary.
12. Office/ Order File.


25.09.2020

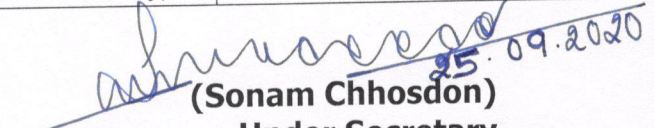
(Sonam Chhosdon)

Under Secretary

General Administration Department

ANNEXURE TO ORDER NO: 71-LA (GAD) of 2020 Dated:25-09-2020

S.No	Department	Submitter	Uploader
1	Public Work Department PHE/ I&FC Housing and Urban Development	Mr.Manu Hansa (Deputy Secretary)	Commissioner /Secretary (Ajeet Kumar Sahu) IAS
2	School Education Social Welfare and Tribal Affairs	Mr. Nasir Mehmood (Deputy Secretary)	
3	General Administration Department, Hospitality and Protocol Department Estate Department	Ms. Sonam Chhosdon (Under Secretary)	
4	Information Department Agriculture/Horticulture Forest, Ecology & Environment	Mr. Suhail Ahmad (Deputy Secretary)	Commissioner/Secretary (Rigzian Sampheal, IAS)
5	Civil Aviation Higher Education Tourism Department	Mr. Mohd Shabir (Under Secretary)	
6	Health & Medical Education Department	Mr. Dorjay Gailson (Under Secretary)	
7	Finance	Mr. Odpal Elisha	
8	Planning Development & Monitoring	Mr. Tsering Angdus (DD Planning)	Secretary/Divisional Commissioner (Saugat Biswas, IAS)
9	Transport Department Rural Development Department	Zakir Hussain (OSD)	
10	Industries and Commerce Information & Technology Election CA& PD	Mr. Abeid Hussain (OSD)	
11	Revenue	Mr. Sarwar Shahzad (Under Secretary)	
12	Youth Service & Sports Labour & Employment	Mr. Chand Singh (Under Secretary)	Administrative Secretary (Ravinder Kumar, IAS)
13	Technical Education Power Development Department	Mr. Ashwani Hansa (Under Secretary)	
14.	Animal, Sheep Husbandry & Fisheries Cooperative Department	Dr. Stanzin Thakchos (OSD)	
15	Home Department	Mr. Jaffar Hussain (Under Secretary)	Additional Secretary Home (Tashi Dolma, KAS)


 (Sonam Chhosdon)
 Under Secretary
 General Administration Department