संघ राज्य प्रशासन, लद्दाख

सत्यमेव जयते

THE ADMINISTRATION OF UNION TERRITORY OF LADAKH

सामान्य प्रशासन विभाग

GENERAL ADMINISTRATION DEPARTMENT

F. No: M/355/2021-GAD SEC

ई-मेल/email:
gad.utladakh@ladakh.gov.in

यूटी सचिवालय/UT Secretariat
लेह/Leh, Dated: 05.11.2026

Subject: Assignment of Election-related Responsibilities to Officers for the Smooth Conduct of Forthcoming Elections in the Union Territory of Ladakh – regarding.

Order No: 542 -LA(GAD) of 2026
Dated: 05.11.2026

In the interest of Administration and for the smooth and efficient conduct of the forthcoming Elections in the Union Territory of Ladakh, the following officers are hereby assigned specific responsibilities as indicated against their names:

S. No.	Name of Officer	Duties Assigned
1.	Shri Zakir Hussain, JKAS	Shall look after all training-related activities for the elections, arrangements relating to voting by election-duty personnel, and procurement, preparation and distribution of stationery required for election purposes, including stationery for Presiding Officers and Returning Officers across all LAHDCs.
2.	Shri Sonam Nurboo, JKAS	Shall be responsible for ensuring the readiness of all polling stations for the conduct of elections. He shall also ascertain that all necessary arrangements for the deployment and accommodation of polling parties at the respective polling stations in the district are in place in accordance with the prescribed norms.
3.	Shri Mohd Rafie, JKAS	Shall look after all election-related materials, including preparation and availability of handbooks and manuals for Returning Officers and other election functionaries. He shall also coordinate the transport and communication plans and address all related issues.

The above officers shall coordinate with the concerned Deputy Commissioners, Returning Officers and other election functionaries and ensure timely completion of the activities assigned to them.

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The officers shall discharge their assigned duties along with any other duties as assigned from time to time, under the overall supervision and directions of the State Election Commission, Ladakh.

By order of the UT Administration of Ladakh.

Sd/-
(Sh. Sanjit Rodrigues) IAS
Administrative Secretary
General Administration Department

Copy to the:

1. All Administrative Secretaries, UT of Ladakh.
2. Director General of Police, UT of Ladakh.
3. Divisional Commissioner, UT of Ladakh.
4. Chief Electoral Officer, UT of Ladakh.
5. All Deputy Commissioners, UT of Ladakh.
6. All Directors / HoDs / Chief Engineers, UT of Ladakh.
7. Director, NIC, UT Ladakh for uploading on the UT website.
8. Concerned officers for compliance.
9. Joint Director, Department of Information & Public Relations, UT of Ladakh for wide dissemination in all mediums of information.
10. Under Secretary to the Lieutenant Governor, UT of Ladakh for information of the Hon'ble Lieutenant Governor.
11. OSD to the Chief Secretary, UT of Ladakh for information of the Chief Secretary.
12. Personal Assistant to the Administrative Secretary, GAD.

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(Dorjay Gailson) JKAS
Under Secretary
General Administration Department