

**JAMMU & KASHMIR TRADE PROMOTION ORGANISATION****(A J&K Govt. Undertaking)****Industries & Commerce Department****6<sup>th</sup> Floor, Jawaharlal Nehru Udyog Bhawan, Rail Head Complex, Jammu.****Website: www.jktpo.in email: contactjktpo@gmail.com Phone No: 0191-2479924****Subject: Sanction Order.****Office Order No: JKTPO/J/MD/Acctt/50/04****Dated: 15/02/2023**

Sanction is hereby accorded to the purchase of following books through GeM portal for official use in Jammu Office of the Organization:

<b>S. No</b>	<b>Particulars</b>	<b>Author</b>
1	A Guide to J&K Financial Code	Virender Wangnoo
2	Book of Financial Powers	Kanav Gupta, Advocate
3	Right to Information Law with J&K Rules	Kanav Gupta, Advocate
4	Budget Manual 2020 (Ed. 2021)	Kanav Gupta, Advocate
5	Financial Code Vol. 1 & 2	Kanav Gupta, Advocate
6	Accounts Service Rules with Allied Rules	JayKay LR
7	Administrative Service Rules	JayKay LR
8	Finance Department Annual Compendium 2020, 2021 and 2022	JayKay LR
9	Civil Services (Defined Contribution Pension Scheme) Rules	JayKay LR
10	Civil Services (Higher Standard Pay Scale Scheme) Rules	JayKay LR
11	Civil Services (House Rent Allowance and City Compensatory Allowance Rules 2012, Allowance) Rules	JayKay LR
12	Civil Services (Leave) Rules with latest case Law and Notification	JayKay LR
13	Civil Services Classification Control Appeal Rules	JayKay LR
14	Civil Services Leave Travel Concession Rules, J&K	JayKay LR
15	Civil Services Medical-cum-Attendance Allowance Rules	JayKay LR
16	Civil Services Verification of Character	JayKay LR
17	Compassionate Appointment Rules	
18	Finance Department Annual Compendium 2010	JayKay LR
19	Finance Department Annual Compendium 2011	JayKay LR
20	Finance Department Annual Compendium 2012	JayKay LR
21	Finance Department Annual Compendium 2013	JayKay LR
22	Finance Department Annual Compendium 2014	JayKay LR
23	Finance Department Annual Compendium 2015	JayKay LR

24	Finance Department Annual Compendium 2016	JayKay LR
25	Finance Department Annual Compendium 2017	JayKay LR
26	Finance Department Annual Compendium 2018	JayKay LR
27	Finance Department Annual Compendium 2019	JayKay LR
28	Finance Department Annual Compendium 2020	JayKay LR
29	Government Accounting Rules (Central)	JayKay LR
30	Government Business Rules	JayKay LR
31	Government Employees Conduct Rules	JayKay LR
32	Law Department Manual containing Rules	JayKay LR
33	Maternity Benefit Act, 1961 with J&K Rules (Central)	JayKay LR
34	Payment to Gratuity Act, 1972 with J&K Rules (Central)	JayKay LR
35	Right to Fair & Transparency in Land Acquisition Act, 2013 as (Amended by J&K Reorganization (Adaption of Central Laws) Order, 2020) w.e.f. 18-03-2020 (Central)	JayKay LR
36	Rules Relating to Travelling Allowances in J&K	JayKay LR
37	Schedule Tribes and other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and Rules, 2007 (Central)	JayKay LR
38	Transaction of Business of the Government of J&K Rules, 2019	JayKay LR
39	GST Laws (Goods & Service Tax in J&K)	Subash C Dutta, Advocate
40	Manual for Office Procedure, 2019	Kanav Gupta, Advocate
41	Manual of Secretariat Procedure	JayKay LR

The above books shall be duly verified once received in this office by the Accounts Section under the supervision of Financial Advisor/Chief Accounts Officer, JKTPO, before releasing the payment in favour of the supplier.

  
 Financial Advisor/Chief Accounts Officer  
 JKTPO

**Copy to:**

1. General Manager, JKTPO for favour of kind information.