



Government of Jammu and Kashmir
General Administration Department

(Services)

Civil Secretariat, Srinagar.

Notification
Srinagar, the 15th September, 2017

SRO 303.-In exercise of the powers conferred by proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor hereby direct that the entries appearing under Schedule "A" of the Jammu and Kashmir Secretariat (Gazetted) Service Recruitment Rules, 1976 shall be substituted by the following; namely:-

Class-I	Name of the post	Number of posts
(a)	Under Secretaries to Government/ Under Secretary, Public Service Commission/ Under Secretary, Chief Minister's Secretariat/Under Secretary in the office of Commissioner, Civil Aviation.	85
(b)	Assistant Director, Directorate of Estates	01
(c)	Public Relation Officer, Civil Secretariat	01
(d)	Staff Welfare Officer, Civil Secretariat	01
(e)	Instructor, Secretariat Training Class	01
(f)	Administrative Officers, Services Selection Board	02
(g)	Under Secretary in the office of Commissioner for Persons with Disabilities	01
(h)	Additional Private Secretaries with the Ministers/Ministers of State (including Advisor to the Chief Minister)	12
	(A) Total	104
	Deputation Reserve @ 5%	05
	Leave Reserve @ 10%	10
	Training Reserve @ 10% of direct quota posts (50% of 'A' above)	05
	Total cadre strength of Class-I	124
Class-II	Private Secretaries	48
	Private Secretaries with the Ministers/Ministers of State (including Advisor to the Chief Minister)	12
	Private Secretary in the office of Commissioner for persons with Disabilities	01
	Total	61
	Deputation Reserve @ 5%	03
	Leave Reserve @ 10%	06
	Total cadre strength of Class-II	70

By order of the Governor.

(Khurshid Ahmed)

Commissioner/Secretary to the Government.

No:GAD(Ser)M/10/2002

Dated: 15 -09-2017

Copy to the:

1. Vice-Chairman and Director General, J&K Institute of Management, Public Administration and Rural Development.
2. Director General of Police, J&K.
3. Principal Resident Commissioner, J&K Government, New Delhi.
4. Financial Commissioner, Revenue.
5. Principal Secretary to the Governor.
6. All Principal Secretaries to the Government.
7. Chief Electoral Officer, J&K.
8. Principal Secretary to the Chief Minister.
9. All Commissioners/Secretaries to the Government.
10. Divisional Commissioner, Jammu/Kashmir.
11. All Heads of Departments/Managing Directors.
12. All Deputy Commissioners.
13. Director Information, J&K.
14. Director Estates, J&K.
15. Director Archives, Archaeology and Museums.
16. Secretary, J&K Board of Professional Entrance Examinations.
17. Secretary, J&K Public Service Commission.
18. Secretary, J&K Legislative Assembly/Council.
19. Secretary, J&K Services Selection Board.
20. General Manager, Government Press, Srinagar/ Jammu.
21. Private Secretary to the Deputy Chief Minister.
22. Private Secretaries to all Cabinet Ministers/Ministers of State.
23. Private Secretary to the Chief Secretary.
24. Private Secretary to Commissioner/Secretary to the Government, GAD.
25. Incharge website, GAD.
26. Government Order file/Stock file.