

GOVERNMENT OF JAMMU AND KASHMIR  
DEPARTMENT OF LAW, JUSTICE & PA.

Civil Secretariat,  
Srinagar.

Notification

Srinagar, the 21<sup>st</sup> of June, 2021.

S.O 205 .-In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Lieutenant Governor hereby makes the following rules; namely:-

1. **Short title and commencement.**— (1) These rules may be called the Jammu and Kashmir Legal (Subordinate) Service Recruitment Rules, 2021.

(2) They shall come into force from the date of their publication in the Official Gazette.

2. **Definitions.**— In these rules, unless the context otherwise requires:-

(a) "Administrative Department" means the Department of the Government in the Civil Secretariat holding the Administrative charge of the service;

(b) "Board" means the Jammu and Kashmir "Service Selection Board;

(c) "Cadre" means the cadre of the service;

(d) "Government" means the Government of Jammu and Kashmir;

(e) "Member of the Service" means a person appointed to a post in the (Subordinate) service under the provisions of these rules;

(f) "Rules" means Jammu and Kashmir Legal (Subordinate) Service Recruitment Rules, 2021;

(g) "Schedule" means the schedule annexed to these rules;

(h) "Selection Agency" means the agency constituted by the Government for making recruitment to a particular class of post;

(i) "Service" means Jammu and Kashmir Legal (Subordinate) Service;

(j) "Union territory" means Union territory of Jammu and Kashmir.

(k) Words and expressions used in these rules but not defined shall have the same meaning as are assigned to them in the Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules/Jammu and Kashmir Civil Service Regulations.

3. **Constitution of Service.**— (1) From the date of commencement of these rules there shall be constituted the “Jammu and Kashmir Legal (Subordinate) Service”.

(2) The Government may, at the commencement of these rules appoint to the service any person who at the commencement of these rules is holding in a substantive capacity any post included in the cadre of the service:

Provided that for the purposes of initial constitution of the services, the person holding any post in substantive capacity to which he/she was appointed by the Competent Authority under rules included in the cadre of the services in its sanctioned scale of pay shall be deemed to have been appointed to the service under these rules if he/she is fully qualified to hold the post under these rules unless he/she opts otherwise within 15 days from the commencement of these rules.

*Explanation:-* The word “holding” means a person holding a post included in the cadre of Jammu and Kashmir Legal (Subordinate) Service in its sanctioned scale of pay on regular basis under orders of the Competent Authority and will not cover the persons holding a post on ex-cadre/deputation basis or on adhoc basis or in a stop-gap arrangement.

4. **Strength and composition of the service.**— (1) The authorized permanent and temporary strength of the cadre and the nature of the posts included therein shall be determined by the Government. from time to time shall, at the initial constitution of the services under these rules, be such as specified in the Schedule-I annexed to these rules:

Provided that the Government may create temporary posts in the cadre or the service for specified period or purpose as may be considered necessary from time to time.

(2) The Government shall, at the interval of every three years or at such other intervals as may be necessary, re-examine the strength and composition of the cadre of the service and make such alteration therein as it deem fit:

Provided that nothing in this sub-rule shall be deemed to affect the power of the Government to alter the strength and composition of the cadre at any time.

5. **Qualification and Method of Recruitment.**— (1) No person shall be eligible for appointment or promotion to any post in any class, category or grade in the service unless he possesses the qualifications as laid down in the Schedule-II and fulfills other requirements of recruitment as provided in the rules and orders for the time being in force.

(2) Appointment to a service or class shall be made:-

(a) by direct recruitment; or

- (b) by promotion; and
- (c) partly by direct recruitment and partly by promotion in the ratio and in manner mentioned against each post in Schedule II:

Provided that all the posts under direct recruitment shall be filled through Jammu and Kashmir Service Selection Board as per the rules/orders of the Government issued for the purpose.

Provided further that all posts to be filled by promotion/transfer shall be filled through Departmental Promotion Committee/Jammu and Kashmir Service Selection Board, unless any post/category of posts is exempted from the purview of the Jammu and Kashmir Service Selection Board.

- (3) The department shall refer vacancies in the direct/promotion quota to Jammu and Kashmir Service Selection Board and Departmental Promotion Committee as the case may be in terms of SRO-166 dated 14.06.2005.

6. **Probation.**— Probation of the Members of the Service shall be governed by the Jammu and Kashmir Probationer (Condition of Service, Pay and Allowances) and Fixation of Tenure Rules, 2020.

7. **Reservation in appointments.**— While making appointments reservation shall be made in accordance with the rules and orders issued from time to time for members of Scheduled Castes/Schedule Tribes/Backward Classes or any other category or class of persons under the provisions of Jammu and Kashmir Reservation Act, 2004 and rules made there under in force.

8. **Training and Departmental Examination.**—Persons appointed to the service by competitive examination by direct recruitment/promotion shall be required to undergo such training from time to time during the course of probation and to pass during the period of probation or training such departmental /Training examination as the Government may prescribed:

Provided that the Government may exempt either wholly or partly, from such training or departmental examination persons who have passed the departmental examination or undergone training declared by Government to be equivalent to a departmental examination or training prescribed under these rules.

9. **Eligibility of Government Servant for Direct Recruitment.**— A person already in the government service may apply through proper channel for direct recruitment to vacant post in any particular class or category in the service if he/she possesses the educational and other qualifications prescribed for recruitment to such class or category of post. The upper age limit of such government servants shall be such as provided in the general rules:

Provided that in case of a post which requires a higher degree of specialization and or experience, the Government may prescribe higher age limit.

10. **Maintenance of seniority lists.**— Seniority of the members of the service shall be regulated under the Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956. The Administrative Department in the Civil Secretariat shall maintain an up-to-date and final seniority list of members of the service.
11. **Residuary Matters.**— In regard to matters not specifically covered by these rules, the members of the service shall be governed by the rules/regulations and orders applicable to the Civil Service in general.
12. **Interpretation.**— If any question arises relating to the interpretation of these rules, the matter shall be referred to the Administrative Department whose decision thereon shall be final and binding.
13. **Repeal and savings.**— (1) The Jammu and Kashmir Legal (Subordinate) Service Recruitment Rules, 1979 are hereby repealed.
- (2) Notwithstanding such repeal, any appointment order made or action taken under the provisions of the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

By order of the Lieutenant Governor.


Sd/-  
(Achal Sethi)  
Secretary to Government  
Department of Law, Justice & PA.

No. Law-SL/7/2021-10

Dated: 21.06.2021

Copy to:-

1. Ld. Advocate General, J&K
2. Financial Commissioner, Finance Department
3. Principal Secretary to the Hon'ble Lieutenant Governor, J&K.
4. Joint Secretary, MHA, GOI, New Delhi.
5. Commissioner/Secretary to Government, General Administration Department.
6. Secretary to Government, ARI & Trainings Department.
7. Pvt. Secretary to Chief Secretary.
8. Pvt. Secretary to Secretary to Government, Department of Law, J & PA.
9. S.O Section.
10. Incharge website.
11. Concerned file.

  
21/06/21  
(Khursheed Ahmad Bhat)  
Additional Secretary to Government.

Schedule-I (Part-A)  
(Legal Cadre)

S. No.	Designation of the Post	Pay Level	No. of posts	UT Cadre	Divisional Cadre	District Cadre
1.	Associate Law Officer	L-6E(35900-113500)	51	29	-	22
2.	Assistant Law Officer	L-6B(35600-112800)	53	9	-	44

Schedule-I (Part-B)  
(Ministerial Cadre)

S. No.	Designation of the Post	Pay Level	No. of posts	UT Cadre	Divisional Cadre	District Cadre
1.	Senior Scale Stenographer	L-7(44900-142400)	2	2	-	-
2.	Section Officer	L-7(44900-142400)	4	2	2	-
3.	Legal Assistant/Reporter	L-6E(35900-113500)	19	19	-	-
4.	Librarian	L-6E(35900-113500)	2	2	-	-
5.	Junior Legal Assistant/ Head Assistant	L-6B(35600-112800)	12+3	12+2	0+1	-
6.	Junior Scale Stenographer	L-6B(35600-112800)	27	3	4	20
7.	Accountant	L-6B(35600-112800)	3	1	2	-
8.	Senior Assistant	L-5(29200-92300)	44	20	4	20
9.	Account Assistant	L-5(29200-92300)	4	2	2	-
10.	Junior Assistant	L-4(25500-81100)	126	20	6	100
11.	Library Assistant	L-4(25500-81100)	1	1	-	-
12.	Jamadar	SL2(15900-50400)	5	4	1	-
13.	Orderly	SL2(14800-47100)	179	29	10	140
	<b>Total</b>		<b>431</b>	<b>119</b>	<b>32</b>	<b>280</b>

**Schedule-II (Part-A)**  
**(Legal Cadre)**

Class	Category	Designation of the Post	Pay Level	Qualification	Method of recruitment
1	2	3	4	5	6
I		Associate Law Officer	L-6E(35900-113500)	<p>A Bachelor's Degree in Law of a University established by Law in India having two years actual practice at Bar certified by Principal District &amp; Sessions Judge.</p> <p align="center">Or</p> <p>Registrar General Hon'ble High Court.</p> <p><b>Explanation:</b> Bachelor's Degree in Law shall mean:- LLB 3 years (Professional)/ 5 years LLB integrated course.</p>	<p>(i) 50% by direct recruitment.</p> <p>(ii) 50% by promotion from Class II having not less than three years substantive service in that Class.</p>
II		Assistant Law Officer	L-6B(35600-112800)	<p>A Bachelor's Degree in Law(Professional) from a recognized University.</p> <p><b>Explanation:</b> Bachelor's Degree in Law shall mean:- LLB 3 years (Professional)/ 5 years LLB integrated course.</p>	100% by direct recruitment.

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**Schedule-II (Part-B)  
(Ministerial Cadre)**


Class	Category	Designation of the Post	Pay Level	Qualification	Method of recruitment
1	2	3	4	5	6
I	A	Senior Scale Stenographer	L-7(44900-142400)	-	100% by promotion from Class III, Category-A having not less than five years substantive service in that category.
	B	Section Officer	L-7(44900-142400)	-	100% by promotion from Class III, Category-B (Head Assistant) having not less than three years substantive service in that category on the basis of common seniority in that category.
II	A	Legal Assistant/Reporter	L-6E(35900-113500)	-	100% by promotion from Class III, Category-B (Junior Legal Assistant) having not less than three years substantive service in that category and who have not been promoted as Section Officer due to non-availability of post.
	B	Librarian	L-6E(35900-113500)	Bachelor's degree in Library Science from a recognized University.	(i) 50% by direct recruitment. (ii) 50% by promotion from Class VI, Category-B having not less than five years substantive service in that class/category.
III	A	Junior Scale Stenographer	L-6B(35600-112800)	(i) Graduate from any recognized University having minimum speed of 65 and 35 words per minute in shorthand and type writing respectively.	100% by direct recruitment.
	B	Head Assistant/Junior Legal Assistant	L-6B(35600-112800)	-	100% by promotion from Class V, Category-A having not less than three years substantive service

					<p>in that category on the basis of seniority subject to availability of post and having passed the Secretariat Assistant Examination:</p> <p>Provided that 25% of posts to be filled up in a calendar year shall be earmarked for promotion of those Senior Assistant who have not qualified the Secretariat Assistant Examination but have crossed the age of 50 years as on 1<sup>st</sup> January of the year in which such promotions are being considered.</p> <p>Provided further that a Senior Assistant who has qualified the Secretariat Assistant Examination during his period of probation as Junior Assistant shall not be required to qualify the said examination again.</p>
IV		Accountant	L-6B(35600-112800)	-	100 % by deputation from the J&K Accounts (Subordinate) Service
V	A	Senior Assistant	L-5(29200-92300)	-	100% by promotion from Class VI, Category-A having at least three years substantive service in that category.
	B	Account Assistant	L-5(29200-92300)	-	100 % by deputation from the J&K Accounts (Subordinate) Service.
VI	A	Junior Assistant	L-4(25500-81100)	(i) Graduate from any recognized University with knowledge of type writing having not less than 35 words speed per minute.	<p>i. 75% by direct recruitment.</p> <p>ii. 25% by promotion from Matriculate Jamadars/Orderlies having not less than three year substantive service as such, on the</p>




					<p>recommendation of DPC, who qualify type test with a minimum speed of 25 words per minute in order of seniority:</p> <p>Provided that a person appointed by direct recruitment or by promotion shall undergo and qualify the Secretariat Assistant Examination/ Training during the period of probation.</p>
	B	Library Assistant	L-4(25500-81100)	Bachelor of Library Science from a recognized University.	100% by direct recruitment.
VII		Jamadar	SL2(15900-50400)	-	100% by promotion from Class VIII, having at least five years substantive service in that category.
VIII		Orderly	SL2(14800-47100)	Minimum Matric and Maximum 10+2	100% by direct recruitment.

  
 21/06/21  
 (Khursheed Ahmad Bhat)  
 Additional Secretary to Government.