



**Government of Jammu and Kashmir**  
**General Administration Department**  
(Services Section)  
**Civil Secretariat, Jammu**

**Notification**  
**Jammu, the 31<sup>st</sup> January, 2014**

SRO 23 .- In exercise of the powers conferred by the proviso to Section 124 of the Constitution of Jammu and Kashmir, the Governor hereby directs that following amendments shall be made in the Jammu and Kashmir Private Secretaries to Heads of Departments (Gazetted) Service Recruitment Rules, 2000 ; namely-

**I. In Rule 4, in sub rule (1), for the existing proviso the following shall be substituted namely :-**

- a) "Provided that four posts of the service shall be in the pay scale of Rs. 15,600-39,100 with grade pay of Rs. 7600 and designated as Principal Private Secretaries.
- b) Provided further that seven posts of the service shall be in the pay scale of Rs. 15,600-39,100 with grade pay of Rs. 6600 and designated as Senior Private Secretaries".

**II. After sub rule (2), the following shall be added as sub-rule (3):-**

"(3) the promotion to the posts of Principal Private Secretaries shall be made from amongst the Senior Private Secretaries on the recommendations of the Establishment-cum-Selection Committee".

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**III For schedule I, the following shall be substituted  
: namely:-**

<b>S.No</b>	<b>Name of the post Principal Private Secretary / Senior Private Secretary / Private Secretary to the:-</b>	<b>No. of posts</b>
1.	Advocate General	01
2.	Financial Commissioner, Revenue	01
3.	Principal Resident Commissioner, New Delhi	01
4.	J&K Resident Commission, New Delhi	01
5.	Chairman, J&K Special Tribunal	01
6.	Principal Chief Conservator of Forests, J&K	01
7.	Chief Electoral Officer, J&K	01
8.	Excise Commissioner, J&K	01
9.	Commissioner, Commercial Taxes, J&K	01
10.	Divisional Commissioner, Kashmir	01
11.	Divisional Commissioner, Jammu	01
12.	Development Commissioner, Power, J&K	01
13.	Principal, Government Medical College, Srinagar	01
14.	Principal, Government Medical College, Jammu	01
15.	Principal, Government Dental College, Srinagar	01
16.	Principal, Government Dental College, Jammu	01
17.	Chief Conservator of Forests (Territorial) Kashmir	01
18.	Chief Conservator of Forests (Territorial) Jammu	01
19.	Principal, Government College of Engineering, Jammu	01
20.	Chairman, J&K Service Selection Board.	01
21.	Chief Wild Life Warden	01
22.	Director, Soil Conservation	01
23.	Custodian General	01
24.	Director, Horticulture (Planning & Marketing)	01
25.	Director, Hospitality and Protocol	01
26.	Director, Handlooms	01
27.	Relief & Rehabilitation Commissioner (Migrants)	01
28.	Joint Development Commissioner (Works)	01
29.	Director, Agriculture, Kashmir	01
30.	Director, Agriculture, Jammu	01
31.	Director, Horticulture, Kashmir	01
32.	Director, Horticulture, Jammu	01
33.	Chief Engineer, Public Works (R&B), Kashmir	01
34.	Chief Engineer, Public Works (R&B), Jammu	01
35.	Chief Engineer, Public Health Engineering, Kashmir	01
36.	Chief Engineer, Public Health Engineering, Jammu	01
<b>Total</b>		<b>36</b>

- i. Posts in pay band II of Rs. 9300-34800 + grade pay of Rs. 4800/- (Private Secretary) = 25
- ii. Posts in pay band III of Rs. 15600-39100 + grade pay of Rs. 6600/- (Senior Private Secretary) = 07
- iii. Posts in pay band III of Rs. 15600-39100 + grade pay of Rs. 7600/- (Principal Private Secretary) = 04



	Secretary)		
iv.	Total (i+ii+iii)	=	36
v.	Deputation Reserve @ 10% of (iv) above	=	04
vi.	Leave Reserve @ 10% of (iv) above	=	04
	<b>Total Cadre Strength</b>	=	<b>44</b>

**I. In Schedule II, for the entry under column "Method of Recruitment" appearing against serial No. 1, the following shall be substituted, namely:-**

"100% by promotion from amongst the Senior Private Secretaries having at least 04 years of service as such, on the recommendations of the Establishment-cum-Selection Committee"

By order of the Government of Jammu and Kashmir.

**(M.A. Bukhari) IAS**

Secretary to Government,  
General Administration Department

Dated: 31-01-2014

No: GAD(Ser)Induction/9/2006

Copy to the:-

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