

INFORMATION HANDBOOK UNDER RIGHT TO
INFORMATION ACT, 2009 WITH RESPECT TO
GENERAL ADMINISTRATION DEPARTMENT

Introduction

The J&K Right to Information Act, 2009 as passed by the Jammu and Kashmir State Legislature received the assent of the Governor on 20th March, 2009. The Act provides for setting out the regime of Right to Information for the people of the State to secure access to information under the Control of Public Authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of a State Information Commission and for matters connected therewith or incidental thereto.

The objective of this handbook is to provide information to the intended users regarding different function being delivered by the General Administration Department.

Chapter – 1

Particulars of Organization, Functions and Duties

The business of the Government of Jammu and Kashmir is transacted in accordance with the Jammu and Kashmir Business Rules. These rules have been framed under section 43 and sub-section 2 of Section 45 of the Constitution of the State. The Council of Ministers headed by the Chief Minister is the highest executive authority of the State under the Constitution. Each Minister is Incharge of one or more Administrative Departments. At the Secretariat level, the business of the Government is transacted through various Departments, each one or more Department headed by an Administrative Secretary.

In terms of Rule 4 (i) of the **Business Rules**, following subjects are assigned to the General Administration Department.

- (i) All India Services/Jammu and Kashmir Administrative Service.
- (ii) Coordination of working of different Departments of Government.
- (iii) Cabinet work.
- (iv) Services Selection Board.
- (v) Personnel administration.
- (vi) Public Service Commission.
- (vii) Secretariat administration.
- (viii) Services

(ix) Vigilance Organization.

(x) IMPA.

The **GENERAL ADMINISTRATION DEPARTMENT** by virtue of its duties is the nerve center of the administration. The Department functions under the supervision and guidance of the Chief Minister, the Chief Secretary and the Administrative Secretary of GAD, who at present is of the rank of Commissioner/Secretary to Government.

The Department plays a lead role in formulation of policies for smooth functioning of the Departments. It monitors and coordinates their working. For better appreciation of the cases involving policy decisions relating to various Departments, the matters are placed before the Apex Committee called Establishment-cum-Selection Committee for advice/guidance. The Committee is headed by the Chief Secretary with senior most officers as its Members. The cases after thorough examination at different levels are submitted for orders of the Competent Authority as provided under rules. However, depending upon the delegation of powers, the cases are submitted to the Chief Secretary, the Hon'ble Chief Minister or the Cabinet, as the case may be. The cases listed in Schedule IV of the J&K Government Business Rules are submitted to H.E. the Governor by the Hon'ble Chief Minister.

The Administrative Secretary of the Department is assisted by a team of officers of the rank of Special Secretaries/Additional Secretaries/Deputy Secretary and Under Secretaries.

Down-below the Under Secretary there is an established non-gazetted administrative hierarchy headed by the Section Officer. The procedures for dealing with the cases and the functions of the non-gazetted staff have been defined in **Secretariat Manual**. As per the Secretariat Manual, the Section Officer is empowered to dispose of certain issues at his own level or seek information from the concerned offices which he feels would be relevant for decision making.

With a view to dealing with the different issues pertaining to the General Administration Department, different Sections have been set up. The brief description is as under :-

- (i) **SERVICES SECTION:-** The Section is headed by an officer of the rank of Special Secretary/Additional Secretary. The issues relating to IAS/KAS are being dealt with by the Section. These include the personnel matters like appointments, promotions, trainings, settlement of service benefits etc. Further, the Section regulates the appointment of officers to various feeding Services to the KAS. The Administrative Secretary of the General Administration Department or his representative not below the rank of Additional Secretary represents the Chief Secretary in the Departmental Promotion Committees in the Public Service Commission. The valuable assistance is provided to the DPC/PSC in finalizing the promotions in accordance with the rules.

The Section also deals with the services like Under Secretaries, Administrative Officers, Private Secretaries of Secretariat/HODs.

There is also a Common Pool of Officers. Appointment to the Common Pool is made from amongst the Heads of the Departments other than IAS, IPS, IFS and KAS. This Common Pool is also managed by the Services Section.

The issues pertaining to the Services as broadly defined above are placed before the Establishment-cum-Selection Committee for advice in case it is so required.

- (ii) **VIGILANCE SECTION:-** The General Administration Department is the Administrative Department of the Vigilance Organization. The Vigilance Section in the GAD deals with the cases where vigilance organization has taken action against any officer(s)/official(s) under prevention of corruption Act. The role of this section is to obtain approval of the competent authority for accord of sanction to the prosecution against an official involved in

corruption case. The vigilance section also gives clearances from corruption angle for promotion of the officers.

Besides the Services and Vigilance Sections, there is a **General Administration Branch** which deals with the following subjects :-

- (i) Cabinet/Coordination
- (ii) Administration
- (iii) Establishment
- (iv) Planning & Statistics.
- (v) Monitoring
- (vi) Legal Section

This Branch is headed by an officer of the rank of Additional Secretary/Special Secretary.

(iii) **CABINET SECTION/CO-ORDINATION SECTION:-**

In terms of Rule 8 of the Jammu and Kashmir Government Business Rules, all the cases referred to in the Second Schedule shall be brought before the Cabinet.

Similarly, in terms of Rule 31 (2) of the Jammu and Kashmir Government Business Rules, the classes of the cases listed in the third schedule shall be submitted to the Chief Minister through Chief Secretary.

The Administrative Departments submit the cases contained in the second schedule and the third schedule of the Jammu and Kashmir Business Rules to the General Administration Department for orders of the Cabinet/Chief Minister, as the case may be. These cases are examined in the Cabinet/Coordination Section of the

General Administration Department and subsequently processed for orders of the Competent Authority.

- (iv) **ADMINISTRATION SECTION:-** General Administration Department receives communications from different Departments of the State Government and the Government of India on varied issues. These include the opinion cases from different Departments, policy formulation like Recruitment etc. conferment of awards, visit of VVIPs, contractual appointments, inter-departmental transfers, foreign visits and the cases of freedom fighters etc. Amendments in Business Rules and other issues of general nature not specifically otherwise defined are also being dealt with by GAD. It also attends to day to day administrative matters of urgent nature. This Section has, rather, a supervisory role over all the Departments functioning in the Secretariat and outside the Secretariat.

The representative of the GAD not below the rank of Under Secretary also attends various meetings of various Standing Committees where valuable assistance is provided to the Departments on the rules and procedures.

- (v) **LEGAL SECTION:-** There is a full-fledged Legal Section in the General Administration Department which deals with the legal issues like providing opinion/advise on legal matters pertaining to the GAD and also on the issues referred to by various Departments. The Section attends to the litigation in the cases where either GAD is directly involved or where the Chief Secretary has been arrayed as a respondent. The Section also provides advice on the policy formulation of the Government which become subject matter of litigation before any Competent Court of the Country.
- (vi) **ESTABLISHMENT SECTION:-** This section deals with the non-Gazetted cadre management of the employees of different Departments of the secretariat. The section also

deals with the issues of providing necessary staff to different Hon'ble Ministers.

- (vii) **Monitoring Section:-** This Section deals with the cases of the compassionate appointments of those killed as a result of Militancy related violence, monitors the functioning of SSB/PSC. This section also deals with the implementation of reservation policy in the State.
- (viii) **Planning and Statistics Section:-** This section deals with the collection of data which may be required for framing policies by the Government. During the Legislative Session, the Section plays a coordinating role in collecting information from different Departments for preparing replies to the Questions raised by Hon'ble Members.
- (ix) **The Public Information Officer (PIO):-** Any citizen can seek information pertaining to General Administration Department in terms of the relevant provisions of J&K Right to Information Act-2009 and Rules notified there under vide SRO 196 of 2009 dated 20.07.2009.

The Public Information Officer (PIO) in case of issues pertaining to GAD is **Shri** Mohammad Shahid Saleem, KAS, Deputy Secretary to Government, General Administration Department.

The **Shri G. S. Chib, KAS** Special Secretary to Government, General Administration Department is the 1st Appellate Authority.

The officers of the General Administration Department are available for public hearing on every working day between 1 to 5 p.m. Any person can approach the officers for redressal of grievances/enquire about the status of pending case, if any, in the General Administration Department.

The particulars of the officers of the General Administration Department are available on its Website www.jkgad.nic.in

Office Timings

Morning Hours of the office	=	09.30 A.M
Closing Hours of the office	=	05.00 P.M

Chapter – 2

Powers and Duties of Officers and Employees

The General Administration Department plays a lead role in formulation of policies for smooth functioning of the Departments. It monitors and coordinates their working. For better appreciation of the cases involving policy decisions relating to various Departments, the matters are placed before the Apex Committee called Establishment-cum-Selection Committee for advice/guidance. The Committee is headed by the Chief Secretary with senior most officers as its Members. The cases after thorough examination at different levels are submitted for orders of the Competent Authority as provided under rules. However, depending upon the delegation of powers, the cases are submitted to the Principal/Secretary, the Chief Secretary, the Hon'ble Chief Minister or the Cabinet, as the case may be. The cases listed in Schedule IV of the J&K Government Business Rules are submitted to H.E. the Governor by the Hon'ble Chief Minister.

The Administrative Secretary of the Department is assisted by a team of officers of the rank of Special Secretary/Additional Secretaries/Deputy Secretary and Under Secretaries.

Down-below the Under Secretary there is an established Non-Gazetted administrative hierarchy headed by the Section Officer. The procedures for dealing with the cases and the functions of the non-gazetted staff have been defined in **Secretariat Manual**. As per the Secretariat Manual, the Section Officer is empowered to dispose of certain issues at his own level or seek information from the concerned offices which he feels would be relevant for decision making.

Chapter - 3

Rules, Regulations, Instructions, Manual and Records,
for Discharging Functions.

The list of rules, regulations, instructions, manual and records is hosted on the website of the General Administration Department i.e www.jkgad.nic.in.

Chapter – 4

A statement of boards, council, committees and Other bodies constituted as its part.

The General Administration Department, Administers and Monitors the functioning of the following Organizations/Statutory Bodies/Boards:-

1. **Public Service Commission**
2. **Services Selection Board.**
3. **State Vigilance Organization.**
4. **J&K IMPA**

1. Public Service Commission:-

Till the end of the year 1954 there was no formal recruiting agency in the state of Jammu and Kashmir. A Public Service Recruitment Board' was set up on December 31, 1954. Subsequently with the coming into force of the "Constitution of Jammu and Kashmir State" on 26th of January 1957, "Jammu and Kashmir Public Service Commission" was established, under section 128 of the Constitution of J&K, on September 2, 1957, with Major General Yadev Nath Singh PVC, as it is first Chairman.

Under section 129 of the Constitution of Jammu and Kashmir the Chairman and the Members of the Public Service Commission are appointed by the Governor for a period of five years or till he attains the age of 65 years whichever is earlier.

The functions of the Commission, as defined under section 133 of the Constitution of the State are: -

1. It shall be duty of Commission to conduct

examinations for appointments to the services of the State.

2. The Commission shall be consulted: -

- a. On all matter relating to methods of recruitment to Civil Services and for Civil posts.
- b. On the principles to be followed in making appointments to Civil Services and posts and in making promotions and transfers from one service to another and on the suitability of candidates for such appointments, promotions or transfers;
- c. On all disciplinary matters affecting a person serving under the Government including memorials or petitions relating to such matters;

And it shall be the duty of the Commission to advise on any matter so referred to them or any other matter, which the Governor may refer to them:

Provided that the Governor may make regulations specifying the matters in which either generally, or in any particular class of cases or in any particular circumstances, it shall not be necessary for the Commission to be consulted.

Nothing in sub –section (2) shall require the Commission to be consulted as respects the manner in which a provision may be made by the State for the reservation of appointments or posts in favour of any class of permanent residents which in the opinion of the Government is not adequately represented in the services under the State.

All regulations made under the proviso to sub-section (2) by the Governor shall be laid for not less than fourteen days before each House of the Legislature as soon as possible after they are made, and shall be subjected to such modifications, whether by way of repeal or amendment, as the Legislative Assembly may make during the session in which they are so laid.

For further details visit JKPSB website
<http://www.jkpsc.org>

1. Services Selection Board.

Introduction:

The Services Selection Board has been constituted in exercise of powers conferred by Provision of Section 124 of the Constitution of Jammu and Kashmir. The Rules have been made under SRO 194 of 1992 as amended upto date. The Rules are applicable to the following Non-Gazetted categories of posts:-

For further details visit JKSSB website
<http://www.jkssb.nic.in>

State Cadre Posts

State cadre posts involve the vacancies in the Indenting Departments across the State for which the merit is judged across the Board.

Divisional Cadre Posts

The Divisional Cadre Posts are those posts which are borne on the establishment of the offices working in the Division. These posts are considered for the concerned Divisions and Advertisements are meant in the manner to indicate the posts available in a Division. Accordingly, the selection is also made across the Division whoever applies for these posts.

District Cadre Posts

The District cadre posts are those posts borne on the establishment of a district and the vacancies are referred by the Administrative Secretaries and Advertisement for a district and selections are also made for the district only.

The Chairman, Members and Secretary of the Board are deputed/nominated by the government from the in-service IAS/KAS Offices or the persons of immense repute in the field of education.

2. Vigilance Organization.

This Organization is **primarily** an agency to check corruption by Government officers/officials. The Organization is headed by Vigilance Commissioner. The working of the Organization includes keeping a proper monitoring of all the Government functioning and take cognizance of cases involving financial irregularities.

For further details visit State Vigilance Organization website <http://jkvigilance.nic.in/>

5. J&K IMPA

The Jammu & Kashmir Institute of Management, Public Administration and Rural Development (IMPA), came into existence as an autonomous Society under the aegis of the State Government on 04.09.1986. The institute was created for in-service training to the State Government employees as also to undertake research and consultancy in areas of crucial importance to the administration of the State. Recognizing the dire need for capacity building and skill enrichment among civil services, state government planned to augment manpower pool so as to create high quality managerial cadre for manning different echelons of the administration.

The basic premise of establishing the Institute was to inculcate quality decision making competencies among different individuals and organizations in the government. Since its inception, the Institute has played a pivotal role in shaping the thinking processes and fresh perspective

of civil servants not with standing many infrastructural constraints.

The role of IMPA has assumed greater significance in view of the rapid advances in technology, economy and managerial practices occurring all over the country. The state per se cannot remain isolated and immune from such changes. IMPA can claim with a sense of pride and achievement for its vital role in keeping the administrative machinery of the State abreast of latest developments in the country and the world at large. It has undertaken research studies on strategically important and contemporary issues, which explore and suggest policy options, having bearing on quality of governance and issues of public interest. It has also conducted several training programmes on various aspects of the theory and practice of Public Administration.

For further details visit **J&K Institute of Management, Public Administration & Rural Development, J&K (IMPA).**
<http://www.jkimpa.nic.in/>

Chapter – 5

The names, designations and other particulars of
The Public Information Officers.

Public Information Officers:

1.	Name	Mohammad Shahid Saleem, KAS
2.	Designation	Deputy Secretary to Government, General Administration Department
3.	STD Code	Jammu – 0191 Srinagar – 0194
4.	Ph.No. Office	Jammu – 2545702 Srinagar – 2473664
5.	Fax	Same
6.	Email	mssd2007@rediffmail.com
7.	Address	General Administration Department

1st Appellate Authority:

1.	Name	G. S. Chib, KAS
2.	Designation	Special Secretary to Government,
3.	STD Code	Jammu – 0191 Srinagar – 0194
4.	Ph.No. Office	Jammu – 2545702 Srinagar – 2473664
5.	Fax	Same
6.	Email	gs.chib@rediffmail.com
7.	Address	General Administration Department

Chapter – 6

The net monthly remuneration (excluding GPF & other deductions) received by each of the officers and employees of the General Administration Department

S.No.	Name and Designation	Salary plus allowances
1.	MADHAV LAL, IAS, CHIEF SECRETARY	87800
2.	SHEIKH MUSHTAQ AHMAD, IAS, SECRETARY TO GOVT.	83974
3.	FEROZ AHMAD SHEIKH, KAS, ADDITIONAL SECRETARY	52383
4.	BASHIR AHMAD DAR, GAZ, ADDITIONAL SECRETARY	44967
5.	A.K.RAINA, IAS, COMMISSIONER OF ENQUIRIES	116076
6.	FAYAZ AHMAD LONE, GAZ, FINANCIAL ADVISOR/CAO	28996
7.	MOHAMMAD SHAHID SLEEM, GAZ, DEPUTY SECRETARY	32949
8.	RAJESH SHARMA, KAS, DEPUTY SECRETARY	41274
9.	KHALID MAJEED, GAZ, DEPUTY SECRETARY	41385
10.	SANDESH KUMAR SHARMA, KAS, KAS (RESERVE POSTS)	39169
11.	RATTAN LAL, KAS (RESERVE POSTS)	40726
12.	HAKIM ASHIQUE HUSSAIN ,GAZ, PRIVATE SECRETARY	26690
13.	SHAKEEL AHMAD SHESTER (SSS),GAZ, PRIVATE SECRETARY	26555
14.	K. K. GANJOO,GAZ, PRIVATE SECRETARY	40002
15.	ARCHANA RAINA,GAZ, PRIVATE SECRETARY	31846
16.	LABHU RAM DIGRA,GAZ, UNDER SECRETARY	42618
17.	TAHIR MUSTAFA,GAZ, UNDER SECRETARY	31253
18.	SUBASH CHANDER RAINA,GAZ, UNDER SECRETARY	31271
19.	IQBAL AHMAD PANDITH, ASSISTANT ACCOUNTS OFFICER	30282
20.	SAYED NASEEM AHMAD INDRABI , ASSISTANT ACCOUNTS OFFICER	20160
21.	MOHAMMED AZAM, DAFATARI	17021
22.	ROHI JOHN, LIBRARIAN	28557
23.	FAYAZ AHMAD BHAT - (1), SECTION OFFICER	28525
24.	BAHA-UD-DIN , SECTION OFFICER	22218
25.	AMRIK SINGH, SECTION OFFICER	30787
26.	MOHAMMAD IQBAL LONE, SECTION OFFICER	24251
27.	REMATULLAH SHAH, SECTION OFFICER	27174
28.	MOHAMMAD ABDULLAH, SECTION OFFICER	25525
29.	SAROJ KHAH, SECTION OFFICER	24325
30.	MOHAMMAD AYOUB SOFI, SENIOR SCALE STENO GRAPHER	28950
31.	SATWANT SINGH, SENIOR SCALE STENO GRAPHER	42157
32.	SANJAY KUMAR, SENIOR SCALE STENO GRAPHER	33341
33.	SUHAIL YOUSUF KHAN, SENIOR SCALE STENO GRAPHER	21950
34.	YASMEEN JAN, SENIOR SCALE STENO GRAPHER	25024
35.	AJAZ AHMAD QURESHI, SENIOR SCALE STENO GRAPHER	13361
36.	RENU MUNSHI, SENIOR SCALE STENO GRAPHER	31066

37.	MANAHOR KRISHAN BHAT, STATISTICAL OFFICER	35472
38.	SURINDER KUMAR, STATISTICAL OFFICER	27361
39.	BILAL-UR-REHMAN, ACCOUNTANT	19578
40.	SURINDER KUMAR MIRZA, ACCOUNTANT	28820
41.	JANAK RAJ KUNDAL, HEAD ASSISTANT	19101
42.	ABID KHAN, HEAD ASSISTANT	19282
43.	ABDUL RASHID LONE, HEAD ASSISTANT	21279
44.	ABID HUSSAIN LONE, HEAD ASSISTANT	18898
45.	ASIF RASHID WANI , HEAD ASSISTANT	22257
46.	ABDUL HAMID DHOBI, HEAD ASSISTANT	25234
47.	JAVID AHMAD PUNJABI , HEAD ASSISTANT	23487
48.	FAIAZ AHMAD MALIK, HEAD ASSISTANT	20680
49.	GH. MOHAMMED BHAT, HEAD ASSISTANT	20950
50.	ASHOK KUMAR, HEAD ASSISTANT	23466
51.	RAMESH KUMAR RAINA, HEAD ASSISTANT	25175
52.	SHAM LAL (SC), HEAD ASSISTANT	17884
53.	ROMESH KUMAR (NG), HEAD ASSISTANT	17196
54.	BISHAN DASS, HEAD ASSISTANT	9341
55.	ANJALI KOUL, HEAD ASSISTANT	21027
56.	RAJPAL SINGH, HEAD ASSISTANT	21571
57.	MOHAMMAD IQBAL BHAT, HEAD ASSISTANT	21266
58.	AJIT SINGH (R/ROOM), HEAD ASSISTANT	28735
59.	LAXMI KANTH, HEAD ASSISTANT	20427
60.	NARESH KUMAR (JSS), JUNIOR SCALE STENO GRAPHER	22813
61.	NISAR AHMAD BHAT, JUNIOR SCALE STENO GRAPHER	21994
62.	FAYAZ AHMAD MIR, JUNIOR SCALE STENO GRAPHER	24161
63.	MEHRAJUD-DIN DAR(SF), JUNIOR SCALE STENO GRAPHER	21927
64.	FAMIDA BANO, JUNIOR SCALE STENO GRAPHER	22105
65.	SHOWKAT AHMAD MIR, STATISTICAL ASSISTANT	28996
66.	MADAN LAL, STATISTICAL ASSISTANT	21281
67.	KHURSID AHMAD DAR, ACCOUNTS ASSISTANT	13570
68.	MUDASIR NABI KHAN, ACCOUNTS ASSISTANT	16940
69.	MUSHTAQ AHMAD LALA, DESPATCH RIDER GRADE-I	25941
70.	GH. HASSAN BANGROO, DESPATCH RIDER GRADE-I	13221
71.	NIRMALA KUMARI , LIBRARY ASSISTANT	19770
72.	TILAK RAJ (NG) -92, SENIOR ASSISTANT	21062
73.	SHAHID HUSSAIN , SENIOR ASSISTANT	18911
74.	BILAL AHMAD BHAT, SENIOR ASSISTANT	15766
75.	JAVID AHMAD ZARGAR, SENIOR ASSISTANT	13351
76.	FAYAZ AHMAD BHAT - (2), SENIOR ASSISTANT	21351
77.	RAKESH SINGH, SENIOR ASSISTANT	19228
78.	DARSHAN MASHI , SENIOR ASSISTANT	19293
79.	GH. RASOOL HAJI, SENIOR ASSISTANT	17334
80.	MOHAMMED YASIN GANAI, SENIOR ASSISTANT	14434
81.	MULKH RAJ, SENIOR ASSISTANT	18754
82.	SHASHI PAUL SHARMA, SENIOR ASSISTANT	24203

83.	NOOR HUSSAN, SENIOR ASSISTANT	19279
84.	SHEIKH MOHAMMAD ABDULLAH , SENIOR ASSISTANT	12806
85.	SAWARN SINGH, SENIOR ASSISTANT	18903
86.	MUSHTAQ AHMAD WANI(SA), SENIOR ASSISTANT	19548
87.	TARIQ AHMAD WANI(NG), SENIOR ASSISTANT	25920
88.	SHEELA TIKOO, SENIOR ASSISTANT	13226
89.	ABDUL GANI BHAT, SENIOR ASSISTANT	17947
90.	RAJ KUMAR (JA), SENIOR ASSISTANT	18291
91.	PANKUL VAID, SENIOR ASSISTANT	19291
92.	HAKIM SHAKEEL AHMAD, SENIOR ASSISTANT	12861
93.	ANKU CHOWRA, SENIOR ASSISTANT	17291
94.	VIKAS SHARMA, SENIOR ASSISTANT	19291
95.	SUSHMA DEVI, SENIOR ASSISTANT	21672
96.	SYED FERAZ AHMAD, SENIOR ASSISTANT	13277
97.	NARESH SHARMA, SENIOR ASSISTANT	17732
98.	SYED BILAL AHMAD, SENIOR ASSISTANT	14777
99.	MUKINDER KUMAR, SENIOR ASSISTANT	17623
100.	KABIR AHMAD, SENIOR ASSISTANT	18807
101.	BABITA KUMARI TICKOO, SENIOR ASSISTANT	13575
102.	SUNITA MOZA, SENIOR ASSISTANT	14325
103.	RANJEET SINGH, SENIOR ASSISTANT	16729
104.	JASBIR SINGH, SENIOR ASSISTANT	18375
105.	SHAIMA NARGIS, SENIOR ASSISTANT	11775
106.	M.J.KHABRI, SENIOR ASSISTANT	17833
107.	ABDUL HAMID, SENIOR ASSISTANT	15277
108.	AFTAB AHMAD DHOBHI, SENIOR ASSISTANT	20037
109.	KIRAN BALA, SENIOR ASSISTANT	8631
110.	NEELAM DEVI, JUNIOR ASSISTANT	15230
111.	RAKESH KUMAR (JA), JUNIOR ASSISTANT	17097
112.	SHAFIQ AHMAD SHAH, JUNIOR ASSISTANT	18189
113.	MANZOOR AHMAD DAR, JUNIOR ASSISTANT	15768
114.	JOGINDER KHANA, JUNIOR ASSISTANT	16949
115.	AB. RASHID HAJAM, JUNIOR ASSISTANT	14030
116.	ROMESH KUMAR (C/S), JUNIOR ASSISTANT	14248
117.	KUNDAN LAL, JUNIOR ASSISTANT	16107
118.	KIRPAL SINGH, JUNIOR ASSISTANT	18473
119.	SUNIL KUMAR BHAT(NG), JUNIOR ASSISTANT	13346
120.	SHAHEEN , JUNIOR ASSISTANT	18161
121.	MANZOOR AHMAD BANKA, JUNIOR ASSISTANT	15803
122.	VARUN SHARMA, JUNIOR ASSISTANT	16207
123.	MUZAFAR NABI WANI, JUNIOR ASSISTANT	12635
124.	ZUBAIR AHMAD YAZDANI, JUNIOR ASSISTANT	13953
125.	ZAHOR AHMAD GANIE, JUNIOR ASSISTANT	15241
126.	AMARDEEP SINGH, JUNIOR ASSISTANT	17113
127.	GOTAM SHARMA, JUNIOR ASSISTANT	16307
128.	VIRINDER KUMAR, JUNIOR ASSISTANT	16307

129.	MUSHTAQ AHMAD MIR, JUNIOR ASSISTANT	14634
130.	PARAM JEET SINGH, JUNIOR ASSISTANT	16307
131.	JASBINDER SINGH, JUNIOR ASSISTANT	16670
132.	TILAK RAJ (IV)-140, MECHANIC	17654
133.	BASHIR AHMAD LONE, JAMMADAR GRADE-I	13372
134.	MOHAMMED SHAFI SHAH, JAMMADAR GRADE-I	18254
135.	MOHAMMED YOUSUF HAJAM, JAMMADAR GRADE-I	14294
136.	MAQBOOL HUSSAIN, JAMMADAR GRADE-I	15062
137.	MUSHTAQ AHMAD,CL IV, JAMMADAR GRADE-I	16835
138.	NARAIN DASS,CL IV, ORDERLY	16576
139.	BASHIR AHMAD SHEIKH, ORDERLY	15045
140.	DES RAJ, ORDERLY	14766
141.	MOHAMMAD RAMZAN HAROON, ORDERLY	13619
142.	AJAY KUMAR, ORDERLY	13141
143.	KAKA JI BHAT, ORDERLY	14481
144.	AJAZ AHMAD PARA, ORDERLY	14531
145.	YASHPAL SINGH, ORDERLY	14711
146.	MOHAMMAD RAFIQ KHAN,CL IV, ORDERLY	18530
147.	GHULAM HASSAN DAR,CL IV, ORDERLY	15098
148.	ABDUL HAMID BHAT,CL IV, ORDERLY	12363
149.	BASHIR AHMAD BHAT,CL IV, ORDERLY	13679
150.	GHULAM MOHAMMAD PEER,CL IV, ORDERLY	12363
151.	IMTIYAZ AHMAD KHAN,CL IV, ORDERLY	12363
152.	MOHAMMAD TARIQ SHAH,CL IV, ORDERLY	13679
153.	HASHMAT ALI , PRL. PVT. SECY	43680
154.	SHAFIQ AHMAD KHAN, GESTT. ASSISTANT	15853
155.	NARESH KUMAR-I, GESTT. ASSISTANT	17620
156.	G.S.CHIB,KAS, SPECIAL SECRETARY	76378
157.	MANZOOR AHMAD GANAI,CL IV, JAMADAR GRADE-II	14406
158.	HASINA BANO, JAMADAR GRADE-II	10460
159.	GH. MOHAMMED WANI, JAMADAR GRADE-II	10392
160.	BODH RAJ, JAMADAR GRADE-II	15876
161.	SHAKUNTULA DEVI, JAMADAR GRADE-II	12484
162.	MOHAMMED ASLAM SHEIKH, JAMADAR GRADE-II	13550
163.	PARVAZ AHMAD SOFI,CL IV, JAMADAR GRADE-II	13731
164.	AJAZ AHMAD WANI, JAMADAR GRADE-II	16961
165.	KHURSHID AHMAD KHAN,CL IV, JAMADAR GRADE-II	16560
166.	R. K. VERMA,KAS, SPECIAL SECRETARY.TO CHIEF SECY;	73400
167.	MOHAMMAD TARIQ BHAT, NETWORK MANAGER	30406
168.		
169.		
170.		
171.		
172.		
173.		
174.		

175.		
176.		
177.		
178.		
179.		
180.		
181.		
182.		