सत्यमेव जयते

Government of Jammu and Kashmir
General Administration Department
(Services) Civil Secretariat,
Srinagar.

Notification
Srinagar, the 28th October, 2026

S.O 278.- In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Government hereby makes the following rules, namely:-

1. Short title and commencement. —(1) These rules may be called the Jammu and Kashmir Combined Competitive Services (Probation and Examination) Rules, 2026.

(2) These rules shall come into force with immediate effect.

(3) These rules shall apply to the persons appointed to the Jammu and Kashmir Administrative Service at its Junior Scale through Jammu and Kashmir Combined Competitive Examination.

Exemption: The probationers required to pass the examination under these rules shall be exempted from passing any other departmental examination, wherever prescribed in the feeding services.

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

(a) **"Annexure"** means the annexure appended to these rules.
(b) **"Commission"** means the Jammu and Kashmir Public Service Commission.

(c) **"Feeding Service"** means the service as defined by clause (b) of Rule 6 of the Jammu and Kashmir Administrative Service Rules, 2008.

(d) **"Examination"** means the examination held under these rules.

(e) **"Government"** means the Government of Union Territory of Jammu and Kashmir.

(f) **"Union territory"** means the Union territory of Jammu and Kashmir.

3. Probation.—(1) Persons appointed to service by direct recruitment shall be placed on probation for a period of two years.

(2) If it appears at any time during or at the end of the period of probation that an officer has not made sufficient use of his/her opportunities or if he/she has otherwise failed to perform duties satisfactorily and has not passed the examination under these rules, his/her annual increment (s) shall remain withheld.

(3) The probationer will be allowed to draw first increment after completion of first year of probation. The second annual increment will not be drawn till he/she is declared to have completed the period of probation satisfactorily and have passed the examination under these rules.

(4) No officer of the service shall be eligible for confirmation unless he passes the examination under these rules:

Provided that for good and sufficient reasons to be recorded in writing, the Government may under exceptional circumstances, grant exemption to qualify the Departmental Examination and declare the completion of probation without passing the Departmental Examination.

4. Examination. —(1) Every probationer shall, at or about the end of period of training in the institutions specified for the purpose, appear in the examination.

(2) The examination shall be conducted by the Commission twice in a year, as far as practicable, at such place(s) and time as may be appointed by the Commission.

5. Syllabus. — (1) The syllabus for the examination shall be as specified in Annexure to these rules. The papers for the examination and maximum marks allotted to each paper shall be as followed:-

Paper	Maximum Marks
I	100
II	100
III	100
IV	100
V	100
VI	100
VII	100

(2) Every probationer shall be required to pass all the papers with minimum of 50% of marks in each paper.

(3) Candidates appearing shall be allowed to consult Bare Acts/Rules/Regulations/Manuals during the written examination.

Explanation: The term 'bare Act' etc. means and refers to a document which only contains the relevant provision of the Act/Rule/Regulation/Manual without any annotations whatsoever.

(4) The Government may in consultation with Commission change the syllabus as and when it considers necessary.

6. Maximum chances to qualify. —(1) Every probationer shall have three chances and a mercy chance to pass the examination under these rules:

Provided that where the Government is satisfied that a candidate, missing any chance to appear in any examination due

to any circumstance or reason beyond his/her control or failed to appear consecutively as aforesaid, it may by order allow that candidate to avail of the chance(s) so missed in any examination notwithstanding anything to the contrary in these rules.

(2) Applications to Commission for appearing in the examination shall be routed through the Administrative Department of the officer.

(3) Procedure to conduct examination: The procedure regarding the conduct of the examination shall be prescribed by the Commission separately.

7. Repeal. — The Jammu and Kashmir Combined Competitive Services (Probation and Examination) Rules, 2000 issued vide SRO 130 of 2000 including all other existing rules relating to matters covered by these rules shall stand superseded from the date of issuance of these rules.

By Order of the Lieutenant Governor.

M. Raju 28/10/26

(M.Raju) IAS,
Commissioner/Secretary to the Government

No: GAD-SERV0KAS/58/2022 Dated:28.10.2026

Copy to the:

1. All Financial Commissioners (Additional Chief Secretaries).
2. Additional Chief Secretary to the Hon'ble Chief Minister.
3. Director General of Police, J&K.
4. All Principal Secretaries to the Government.
5. Additional Secretary (Jammu, Kashmir and Ladakh), Ministry of Home Affairs, Government of India.
6. Chief Electoral Officer, J&K.
7. Principal Secretary to the Hon'ble Lieutenant Governor.
8. All Commissioner/Secretaries to the Government.
9. Chairperson, J&K Special Tribunal.
10. Director General, J&K Institute of Management, Public Administration and Rural Development.
11. Principal Resident Commissioner, J&K Government, New Delhi.

12. Divisional Commissioner, Jammu/Kashmir.
13. Secretary, J&K Public Service Commission.
14. Director General, Estates, Jammu.
15. All Heads of the Department/Managing Directors.
16. All Deputy Commissioners.
17. Director Estates, Kashmir.
18. Secretary, J&K Services Selection Board.
19. Director, Archives, Archaeology and Museums, J&K.
20. Director Information, J&K.
21. Private Secretary to Hon'ble Chief Minister.
22. General Manager, Government Press, Jammu/Srinagar.
23. Private Secretary to Hon'ble Deputy Chief Minister.
24. Private Secretaries to all Hon'ble Ministers.
25. Private Secretary to Advisor to Hon'ble Chief Minister.
26. Private Secretary to the Chief Secretary.
27. Private Secretary to Commissioner/Secretary to the Government, General Administration Department.
28. Incharge Website, GAD.
29. Stock file.

Annexure to SO 278 dated 28.10.2026

Syllabi for the Examination

Paper	Name of the Paper	Topics

I	**Management and Public Administration**	**Group A: Management**
		(Maximum Marks : 50)
		• Management functions and Processes
		• Organizational Behavior and Design
		• Team Dynamics and Collaboration
		• Human Resource Management
		• Performance Management
		• Theories on Leadership, Motivation
		• Behavior and Communication
		• Management Information System
		• Emerging Technology in Management
		• Stress and time Management
		• Work-Life Balance
		• IEC of Government Schemes
		  ○ Communication Strategy
		  ○ Social Media Marketing
		  ○ Persuasion Techniques
		
		Group B: Public Administration
		(Maximum Marks: 50)
		
		• Concept, Scope & evolution of Indian administration
		• Comparative Public Administration & Latest Developments
		• Administrative Behavior, Ethics and Accountability
		• Administrative Law
		• Plans & Priorities
		• District Administration and local Governance
		• Civil Services: Structure, Recruitment, Training & Capacity Building
		• Pressure groups and Public Policy

II	**Comprehensive Overview of Jammu and Kashmir: Geography, Economy, Society, and Infrastructure**	**Jammu and Kashmir** • Physical features • Demographic features • Economic Geography of Jammu and Kashmir, with a special emphasis on Agriculture, Horticulture, and Tourism (including Religious and Destination Tourism), and its impact on Employment and Economy of J&K • Society, Culture, Languages • Ecology and Environment, Forest • Infrastructural Development of Roads and Railways
III	**Service Rules and Office Procedure**	**Service Rules:** • J&K Civil Services Regulations, 1956, Vol. I & II • J&K Civil Services (Classification, Control & Appeal) Rules, 1956 • J&K Government Employees Conduct Rules, 1971 • J&K Civil Services Leave Rules, 1979 • Travel Allowance (T.A.) Rules • Jammu and Kashmir Civil Service Medical Attendance-cum-Allowance Rules, 1990 • Jammu and Kashmir Civil Services (Leave Travel Concession) Rules, 2019 • Article 226, 309, 310 and 311 of the Constitution of India • The Departmental Enquiries (Enforcement of Attendance of witnesses and Production of Documents) Act, 1972 • The Commission of Enquiries Act, 1952 **Public Service Delivery:** • Right to Information Act, 2005 • J&K Public Service Guarantee Act, 2011 • Grievance Redressal Mechanism **Office Procedure:** • Manual of Office Procedure • e-Office and SPARROW portal

		• e-HRMS • Property Return System (PRS) portal • General Financial Rules (GFR-17) • Manual of Procurement of Goods • Manual for Procurement of Services and Consultancy **<u>Information Technology:</u>** • Information Technology Act • Government e-Marketplace (GeM Portal) • Innovative e-Governance Initiatives (including Mobile Governance) • Online services available for citizens • Smart Payment Systems and Digital Accounting Platforms (e.g PMFS, IFMS) • MS Office applications (Word, Excel, PowerPoint) • Understanding cloud storage and collaboration tools • Blockchain • Artificial Intelligence • Cyber Security • Digilocker • Digital Personal Data Protection Act (DPDPA) of 2023 • Data Analytics in Public Administration
IV	**Revenue Laws and Land Administration in Jammu and Kashmir**	• The Transfer of Property Act, 1882 and Rules • The Registration Act, 1908 and Rules • The Jammu and Kashmir Land Revenue Act 1996 Svt. (1939 AD) [as amended by SO 3808 (E) dated 26.10.2020] and Rules • The Requisition and Acquisition of Immovable Property Act, 1952 and Rules • The Jammu and Kashmir Evacuee (Administration of Property) Act, Samvat 2006 (1949 AD) • The National Highway Act, 1956 and Rules • Jammu and Kashmir Land Grant Acts, 1960 (amended)

M. Rao.

		• Jammu and Kashmir Land Grant Rules 2022 • Jammu and Kashmir Chowkidari Act 1956 and Rules • The Jammu and Kashmir Partition Rules, 1970 • The Jammu and Kashmir Lambardari Act 1972 & Rules • The Jammu and Kashmir Agrarian Reforms Act, 1976 (as amended by SO 3808 (E) dated 26.10.2020) and Rules • The Jammu and Kashmir Migrant Immovable Property(Preservation, Protection and Restrain on Distress Sales) Act, 1997 • The Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act, 2013 and the Jammu and Kashmir Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement (Social Impact Assessment and Consent) Rules, 2023 notified vide SO 440 of 2023 dated 24.08.2023 • The Public Premises (Eviction of Unauthorized Occupants) Act, 1988 • The Jammu and Kashmir Grant of Domicile Certificate (Procedure) Rules 2020 • Standing Orders No. 22 - Harvest Inspection • Standing Orders No. 23-A - Record of Mutation • Standing Orders No. 23-B - Record of Rights (Jamabandi) • Standing Orders No. 27 - Forecast of Crops • Settlement and Modernization of Revenue Records: a. Hidayat Bandobast Part 1st and 2nd b. Digital India Land Records

		Modernization Programme(DILRMP) c. The Jammu and Kashmir Land Passbook Rules, 2022 d. SVAMITVA Scheme and Unique Land Parcel Identification Number (ULPIN) e. The Jammu and Kashmir Abadideh Survey and Records Operation Regulation, 2022
V	**Government Schemes and Policies for Development, Employment, and Industrial Growth**	**Government Schemes and Acts:** **Development and Employment Generation** • J&K Panchayat Raj Act, 1989 • J&K Municipal Act, 2000 • Viksit Bharat – Guarantee for Rozgar and Ajeevika Mission (Gramin) (VB-G RAM G) • SBMG -and SBM-U • PMAY • Jal Jeevan Mission • Pradhan Mantri Gram Sadak Yojana • Pradhan Mantri Adarsh Gram Yojana • Startup India Seed Fund Scheme (SISFS) • Holistic Agriculture Development Programme • Viksit Bharat@2047 • Prime Minister's Employment Generation Programme (PMEGP) • Pradhan Mantri Mudra Yojana (PMMY) • Pradhan Mantri Kaushal Vikas Yojana (PMKVY) • Deen Dayal Antodaya Yojana-National Urban Livelihoods Mission (DAY-NULM) • Yuva Udyami Vikas Abhiyan (YUVA) **Industrial Development:** • Make in India programme • Jammu and Kashmir Industrial Policy 2021-30 • Jammu and Kashmir Start-up Policy, 2024-27 • J&K Industrial Land Allotment Policy 2021-30

		• The Industrial Relations Code, 2020 • Policy for Promotion of Foreign Investment in Jammu and Kashmir 2022
VI	**Social Welfare, Human Rights, and Community Protection Laws and Schemes**	**<u>Social Security Acts and Schemes:</u>** **<u>Social Welfare Acts and Schemes</u>** • Reservation Act, 2005 and amendments thereof. • Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 • PM Poshan Shakti Nirman Abhiyaan • Mission Shakti • Mission Vatsalya • Indira Gandhi National Old Age Pension Scheme (IGNOAPS) • Indira Gandhi National Widow Pension Scheme (IGNWPS) • Scholarship schemes • The Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989 • Right of Children to free and compulsory Education Act, 2009 • J&K Commission for Protection of Child's Right Act, 2005 • The maintenance and welfare of parents and Senior Citizens Act, 2007 • J&K Building and Other Construction Workers Welfare Board • National Health Mission • AB PMJAY/AB PMJAY SEHAT • The Protection of Children from Sexual Offences Act, 2012 • Prohibition of Child Marriage Act, 2006 • The women and Children Institutions (Licensing) Act, 1956 • The protection of Women Domestic Violence Act, 2005

		Human Rights: • Protection of Human Rights Act, 1993 • The protection of Civil Right Act, 1955 **Forest Rights and Community Welfare Laws:** • The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 **Animal Rights Act** • The Prevention of Cruelty to Animals Act, 1960
VII	**Legal and Regulatory Framework for Governance and Public Order in Jammu & Kashmir**	**Governance** • Constitution of India • J&K Re-organization Act, 2019, along with adaptation orders and Transaction of Business Rules. **Law and Order** • Bharatiya Nyaya Sanhita • Bharatiya Nagrik Suraksha Sanhita • Bharatiya SakshyaAdhiniyam • Prevention of Corruption Act, 1988 • Civil Procedure Code, 1908 • J&K Public Safety Act, 1978 • Arms Act, 1959 • The Narcotics Drugs and Psychotropic Substances Act, 1985 • Explosive Substances Act, 1908 • The Prevention of Blackmarketing and Maintenance of Supplies of Essential Commodities Act, 1980 • Essential Services Maintenance Act, 1981 **Taxation Laws** • J&K Goods & Services Act, 2017 • Central Goods and Services Tax Act, 2017 • Integrated Goods and Services Tax Act, 2017 • Goods and Services Tax (Compensation to States) Act, 2017

		• J&K Excise Act, Svt. 1958 • Stamp Act Svt 1977 **Regulatory Laws** • Motor Vehicle Act, 1988, Rules and Amendments • Food Safety and Standards Act, 2006 **Regulatory Authorities** • Real Estate Regulatory Authority (RERA) • Water Resources Regulation Authority (WRRA) • Central Electricity Regulatory Commission (CERC) • Telecom Regulatory Authority of India (TRAI) • State Election Commission • Central Vigilance Commission