



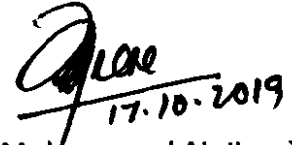
Government of Jammu and Kashmir  
General Administration Department  
(Services Section)  
Civil Secretariat, Srinagar.

O.M. No.: GAD(Ser)Gen/113/2019  
Dated: 17.10.2019

Subject: Seeking of options from the State Service employees for their allocation to the successor Union Territory of Jammu and Kashmir and Union Territory of Ladakh.

Attention of all the Administrative Secretaries is invited towards the General Administration Department's Circular No. 42-GAD of 2019 dated 11.10.2019 regarding the subject mentioned above. In this regard undersigned is directed to **clarify that the duly filled 'Options Forms' received from the employees shall be consolidated by the concerned Administrative Departments** in the enclosed format, which shall be submitted to General Administration Department.

Further, the General Administration has got the '*Option Forms*' printed at Government Press Srinagar / Jammu and same may be collected from Government Press, Srinagar / Jammu for making them available to employees in time.



(Shuaib Mohammad Naikoo)

**Under Secretary to the Government**

**Administrative Secretary,**

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Copy to the General Manager, Government Press Srinagar/ Jammu for information and necessary action.

**(Soft Copy also)**

**Consolidated Information Format for Administrative Departments**

**Seeking of Options required for allocation of State Service Personnel**

*(excluding adhoc/ contractual/ consolidated/ casual/ DRW/NBW/etc)*

**Administrative Department:** \_\_\_\_\_

(a) Details of employees who have opted for Union Territory of Jammu and Kashmir:

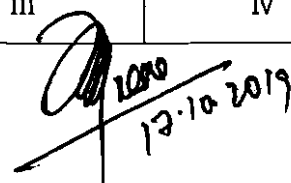
Name of the Directorate etc	Name of the Post	Cadre (State/ Division/ District)	Sanctioned Strength for J&K	Category of post (Gazetted/ Non-Gazetted)	Name of the Officer/ official	Employee ID	Age	Gender	Home District	Category	Marital status
I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII

(b) Details of employees who have opted for Union Territory of Ladakh:

Name of the Directorate etc	Name of the Post	Cadre (State/ Division/ District)	Sanctioned Strength for Ladakh	Category of post (Gazetted/ Non-Gazetted)	Name of the Officer/ official	Employee ID	Age	Gender	Home District	Category	Marital status
I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII

(c) Consolidated Information:

S. No.	Name of the post	Category of Post (Gazetted/ Non-Gazetted)	Cadre State/ Division/District)	Sanctioned Strength for UT of J&K	Sanctioned Strength for UT of Ladakh	No. of Officials who have opted for UT of J&K	No. of Officials who have opted for UT of Ladakh
I	II	III	IV	V	VI	VII	VIII

  
12.10.2019