



AZAD GOVERNMENT OF THE STATE OF JAMMU & KASHMIR
SERVICES & GENERAL ADMINISTRATION DEPARTMENT

(Regulations)

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“Muzaffarabad”
Dated: 15th January, 2024

NOTIFICATION:

No S&GAD/R/A-4(42)2024 Part-VIII: In exercise of the powers conferred by Section 23 of Azad Jammu and Kashmir Civil Servants Act, 1976, the President, Azad Jammu & Kashmir has been pleased to make following amendments in the Azad Jammu & Kashmir Prime Minister's Secretariat Service Rules 2019 (issued vide notification No. S&GAD/R/A-4(42)2018 P-VI dated 22.04.2019, namely:-

2. In the aforesaid rules, in the schedule, after serial No. 15, new serial No.15-A and after serial No. 18, new serial No. 18-A shall be added as under:

S.#	Name of the Department	Functional Unit	Name of the post with Grade	Appointing Authority	Minimum qualification for appointment by		Method of Recruitment	Age for initial recruitment	
					Initial recruitment or transfer	Promotion		Min	Max
1	2	3	4	5	6	7	8	9	10
15-A	Prime Minister Secretariat	Prime Minister Secretariat	Stenographer (BS-14)	Secretary to the Prime Minister	i) Graduation (2 nd Division); ii) A speed of at least 80/40 wpm in English shorthand/typing or a speed of at least 80/35 wpm in Urdu shorthand/typing respectively; OR i) Short course of Computer programs of minimum six month duration in window; MS Office (MS Word, MS Excel, MS PowerPoint, MS Access etc.) and Urdu composing from a recognized institute.	--	By Initial recruitment as per Column No.6	21	35
18-A	Prime Minister Secretariat	Prime Minister Secretariat	Protocol Assistant (BS-11)	Secretary to the Prime Minister	Bachelor Degree (2 nd Division) Or equivalent degree from any recognized university.	--	By Initial recruitment as per Column No.6	21	35

15/1/24
Section Officer (Regulations-I)

Copy to the:

- 1) Secretary to the President, Azad Jammu & Kashmir.
- 2) Principal Secretary to the Prime Minister, Azad Govt. of the State of Jammu and Kashmir.
- 3) Chief Secretary, GoAJ&K.
- 4) Additional Chief Secretary (General)/Chairman Rules Committee.
- 5) Secretary, S&GAD, GoAJ&K.
- 6) Accountant General of Azad Jammu and Kashmir, Muzaffarabad.
- 7) Controller, Govt. Printing Press for publication in the official Gazette.
- 8) System Administrator, S&GAD.
- 9) Master File.

15/1/24
Section Officer (Regulations-I)