



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

(Regulations)



"Muzaffarabad"

Dated: 22nd October, 2024

NOTIFICATION:

No.S&GAD/R/A-4(31)2020 Part-III. In exercise of the powers conferred under Section 23 of the Azad Jammu and Kashmir Civil Servants Act, 1976, the President, Azad Jammu and Kashmir has been pleased to make the following amendments in the Azad Jammu & Kashmir Council of Islamic Ideology Service Rules, 1989 issued vide Notification No. S&GAD/A-4(31)/VI/89 dated 13.04.1989 and amended from time to time, namely: -

2. In the aforesaid rules, in the schedule, serial No.1-A, 2, 3, 4 and 7 shall be substituted 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		Exam. training & other conditions for confirmation
					Initial recruitment or transfer	Promotion		Min	Max	
1	2	3	4	5	6	7	8	9	10	11
1-A	Council of Islamic Ideology	Legal	Draftsman (BS-18)	Minister In-charge	As per Column No.8	Law Graduate OR Graduate in Shariah & Law	i) By promotion on the basis of Seniority-cum-fitness from Research Officer BS-17 with at least 5 years service in BS-17; ii) By transfer of a suitable officer from any government department already working in BS-18 on regular basis having qualification as per Column No.7 and relevant experience of 02 years.	--	--	--
2	Council of Islamic Ideology	Ministerial	Assistant Librarian (BS-16)	-do-	Bachelor of Library & Information Sciences (BLIS);	As per Column No.8	i) 50% by initial recruitment as per Column No.6; ii) 50% by promotion on the basis of seniority cum fitness from amongst Assistant Librarian BS-11 in the department having at least 05 years service, in terms of Notification No. S.RA & Auqaf/1950-58/2023 dated 21.12.2023.	18	35	--

Signature
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3	-do-	Administration	Administrative Officer (BS-16)	-do-	--	<p>i) Graduate</p> <p>ii) As per Column No.8</p>	By promotion on the basis of seniority cum fitness from amongst Head Clerks/Senior Scale Stenographers BS-16 in the department with at least 02 years service as per Column No.7.	--	--	--
4	-do-	-do-	Senior Scale Stenographer (BS-16)	-do-	<p>i) Graduate (2nd Class) from university recognized by HEC;</p> <p>ii) A speed of at least 120/60 wpm in English Shorthand/typing or a speed of at least 120/60 wpm in Urdu Shorthand/typing, respectively</p> <p>OR</p> <p>i) Graduate (2nd Class) from university recognized by HEC;</p> <p>ii) Short course of computer programs of minimum six months duration in Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access etc) and Urdu composing from a recognized institute.</p> <p>iii) Typing speed of at least 40 wpm in English and Urdu</p>	<p>i) Intermediate (2nd Division);</p> <p>ii) A speed of at least 120/60 wpm in English Shorthand/typing or a speed of at least 120/60 wpm in Urdu Shorthand/typing respectively</p> <p>OR</p> <p>Short course of computer programs of minimum six months duration in Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access etc) and Urdu composing from a recognized institute having typing speed of at least 40 wpm in English and Urdu.</p>	<p>i) 50% by initial recruitment as per Column No.6;</p> <p>ii) 50% by promotion on the basis of seniority-cum-fitness from Senior Clerk BS-14 possessing the technical qualification as per item (ii) of Column No.7 with at least 05 years service in the department as such.</p>	18	35	--

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7	-do-	-do-	Head Clerk (BS-16)	-do-	--	As per Column No.8	By promotion on the basis of seniority-cum-fitness from amongst Senior Clerks B-14 with at least 5 years service in the department	--	--	--
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S. Mujtanna
22-10-24
Section Officer (Regulations-I)
S&GAD

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) Secretary, Azad Jammu & Kashmir Council of Islamic Ideology, GoAJ&K.
- 7) Accountant General of Azad Jammu and Kashmir, Muzaffarabad.
- 8) Controller, Govt. Printing Press for publication in the official Gazette.
- 9) System Administrator, S&GAD.
- 10) Master File.

S. Mujtanna
22-10-24
Section Officer (Regulations-I)
S&GAD