

HIGH COURT OF JAMMU AND KASHMIR
(Office of Registrar General at Srinagar)

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NOTIFICATION

No: 445/NG Dated: 16-07-2019

In exercise of the powers conferred by Section 30 of the Jammu and Kashmir State Civil Courts Act, Svt.1977, the High Court has effected amendments to 'the Jammu and Kashmir Ministerial Staff and other Staff of the Subordinate Courts (Recruitment and Conditions of Service) Rules, 2016, as amended from time to time, in the following manner: -

Schedule-A to the Rules shall stand amended as per Annexure-A, whereas Schedule-B to the Rules shall stand amended as per Annexure-B to the instant notification.

By Order

(Sanjay Dhar)
Registrar General
16/07/2019

No.: 9927-58/NG dated: 16-07-2019

Copy to:

1. Principal Secretary to Hon'ble the Chief Justice
2. Secretary to Hon'ble Mr. Justice _____
....for information of Their Lordships for kind information.
3. Registrar Rules, High Court of J&K, Srinagar.
4. Registrar Judicial, High Court Wing, Jammu/Srinagar for information.
5. Director, J&K State Judicial Academy, Srinagar, for information.
6. Principal District Sessions Judge _____
.... for information and n/a.
7. Manager, Government Press, Jammu with the request to publish the same in the next issue of the Government Gazette.
8. Central Project Coordinator, e-Courts, High Court of J&K, Srinagar for uploading the same on the High Court website.
9. Chief Accounts Officer, High Court of J&K, Srinagar.
10. Accounts Officer, High Court of J&K, Jammu/Srinagar
.....for information and n/a.

Registrar General
16/07/2019

ANNEXURE-A

PROPOSED DRAFT AMENDMENTS TO J&K MINISTERIAL STAFF AND OTHER STAFF OF THE SUBORDINATE COURTS
(RECRUITMENT AND CONDITIONS OF SERVICE) RULES,2016.

PROPOSED AMENDMENTS TO SCHEDULE 'A' AND SCHEDULE 'A-1'

(A) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Chief Administrative Officers, so as to recast entry No. 1 in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7

1. Chief Administrative Officer Rs. 47600-151100 101222 State

(B) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Accounts Officers, so as to recast entry No. 2 in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7

2. Accounts Officer Rs. 47600-151100 (Revised) 03 03 06 State

(C) 02 posts of Principal Counsellors be included in the Schedule by insertion of fresh entry No. 2A after S.No.2 of the Schedule 'A', so as to read as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
2	2	3	4	5	6	7

2A. Principal Counsellor Rs. 47600-151100 (Revised) 1 1 2 State

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(D) 02 posts of Counsellors be included in the Schedule by insertion of fresh entry No. 5B after S.No: 5 of the Schedule 'A', so as to read as under:

S.No.	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
5B.	Counsellors	Rs. 44900-142400 (Revised)	1	1	2	Divisional

(E) 02 newly created posts of Section Officers created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019 and 29 posts of Section Officers (Readers Grade-I) created vide Govt. Order No. 3927-LD(A) of 2018 dated 11.07.2018 be included in the existing cadre of Section Officers with revised pay Scale as per the J & K Civil Services (Revised) Pay Rules, 2018, so as to recast entry No. 3 in the Schedule 'A' as under:-

S.No.	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
3.	Section officers	Rs. 44900-142400	38468	4	42316	Divisional

(F) 04 newly created posts of Sr. Scale Stenographers created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019 and 23 posts of Senior Stenographers created vide Govt. Order No. 3927-LD(A) of 2018 dated 11.07.2018 be included in the existing Cadre of Senior Scale Stenographers with revised pay Scale as per the J & K Civil Services (Revised) Pay Rules, 2018, so as to recast entry No. 4 in the Schedule 'A' as under:-

S.No.	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
4.	P.A-cum-Sr. Scale Stenographer	Rs. 44900-142400	36	4480	4840	Divisional

(G) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Urdu Stenographer, so as to recast entry No. 5 in the Schedule 'A' as under:-

S.No.	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
5.	Urdu Stenographer	Rs. 44900-142400	01	-	01	Divisional

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(H) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Protocol Officer, so as to recast entry No. 5A in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
5A.	Protocol Officer	Rs. 44900-142400	03	04	07	Divisional

(I) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 read with SRO 333 dated 02.08.18 be included in the existing cadre of Urdu Stenographer, so as to recast entry No. 6 in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
6.	Urdu Stenographer	Rs. 44900-142400	01	-	01	Divisional

(J) 21 newly created posts of Jr. Scale Stenographers created vide Govt. Order No. 3927-LD(A) of 2018 dated 11.07.2018 and 04 posts of Jr. Scale Stenographers created vide Govt. Order No. 5364-LD(A) of 2017 dated 25.10.2017 for four Fast Track Courts of District & Sessions Judges be included in the existing Cadre of Jr. Scale Stenographers with revised pay Scale as per the J & K Civil Services (Revised) Pay Rules, 2018 read with SRO 333 dated 02.08.2018, so as to recast entry No. 7 in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
7.	Jr. Scale Stenographer	Rs. 35600-112800	32	35	67	Divisional

(K) 02 newly created posts of Superintendent for Witness Assistance, 02 newly created posts of Superintendent for Witness Mediation and 02 newly created posts of Superintendent for Legal Aid created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019, 58 posts of Head Assistants (Readers Grade-II) created vide Govt. Order No. 3927-LD(A) of 2018 dated 11.07.2018 and 04 posts of Head Assistants created vide Govt. Order No. 5364-LD(A) of 2017 dated 25.10.2017 for four Fast Track Courts of District & Sessions Judges be included in the existing Cadre of Head Assistants with revised pay Scale as per the J & K Civil Services (Revised) Pay Rules, 2018 read with SRO 333 dated 02.08.2018, so as to recast entry No. 8 in the Schedule 'A' as under:-

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S.No.	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
8.	Head Assistant	Rs. 35600-112800	107	113	220	Divisional

(Note: Posts of Head Assistants include 06 posts, 02 each of Superintendent for Witness Assistance, Superintendent for Witness Mediation and Superintendent for Legal Aid created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019 for Family Courts in the pay Scale of Rs. 35400-112400.)

- (L) 02 newly created posts of Nazir and 02 newly created posts of Reader created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019 and 04 posts of Senior Assistants created vide Govt. Order No. 5364-LD(A) of 2017 dated 25.10.2017 for four Fast Track Courts of District & Sessions Judges be included in the existing Cadre of Senior Assistants as per the J & K Civil Services (Revised) Pay Rules, 2018 read with SRO 333 dated 02.08.2018 with corresponding reduction of 21 posts of Senior Assistants (Readers Grade-III) pursuant to Govt. order No.3927-LD(A) of 2018 dated 11.07.2018, so as to recast entry No. 9 in the Schedule 'A' as under:-

S.No.	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
9.	Sr. Assistant	Rs. 29200-92300	200	218	418	Divisional

- (M) Abolition of 27 posts of Steno Typists pursuant to Government order No. 3927-LD(A) of 2018 dated 11.07.2018 be included in the existing Cadre of Steno Typists and the pay Scale of the existing cadre be revised as per the J & K Civil Services (Revised) Pay Rules, 2018 read with SRO 333 dated 02.08.2018, so as to recast entry No. 10 in the Schedule 'A' as under:-

S.No.	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
10.	Steno Typist	Rs. 29200-92300	56	55	111	Divisional

- (N) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Accounts Clerk, so as to recast entry No. 11 in the Schedule 'A' as under:-

S.No.	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
11.	Accounts Clerk	Rs. 25500-81100	01	02	03	District

(O) In order to include 02 newly created posts of Data Entry Operators of higher grade to be re-designated as Data Entry Operator (Selection Grade), entry No.12 of the Schedule 'A' which pertains to posts of Data Entry Operator be recast as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
12 (i)	Data Entry Operator (Selection Grade)	Rs. 35400-112400 (Revised)	1	1	2	State
	(ii). Data Entry Operator	Rs. 25500-81100 (Revised)	6	8	14	State

(P) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Assistant Protocol Officer, so as to recast entry No. 12A in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
12A.	Assistant Protocol Officer	Rs. 25500-81100	04	03	07	Divisional

(Q) 04 newly created posts of Ahlimad and 02 newly created posts of copyist created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019 and 08 posts of Junior Assistants created vide Govt. Order No. 5364-LD(A) of 2017 dated 25.10.2017 for four Fast Track Courts of District & Sessions Judges be included in the existing Cadre of Jr. Assistants as per the J & K Civil Services (Revised) Pay Rules, 2018 read with SRO 333 dated 02.08.2018, so as to recast entry No. 13 in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
13.	Jr. Assistant	Rs. 25500-81100	307	303	610	Divisional

(R) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Data Entry Operator/Computer Operator, so as to recast entry No. 14 in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
14.	Data Entry Operator/ Computer Operator	Rs. 19900-63200	05	05	10	District

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(S) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Library Assistant, so as to recast entry No. 15 in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
15.	Library Assistant	Rs. 19900-63200	01	01	02	District

(T) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of Process Server, so as to recast entry No. 16 in the Schedule 'A' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
16.	Process Server	Rs. 19900-63200	328	269	597	District

(U) As per SRO 295 dated 06.07.2018, 25% of total number of posts of Drivers are earmarked for Chauffeurs in the Grade of Rs. PB-2 9300-34800 + GP 4240 (pre-revised) equivalent to Rs. 35700-113100 (revised), 35% of the posts are earmarked for Driver-I in the Grade of Rs. PB-5200-20200+ GP Rs. 2400 (pre-revised) equivalent to Rs. 25500-81100 (revised) and 40% of the posts are earmarked for Driver-II in the Grade of Rs. PB-5200-20200 +GP 1900 (pre-revised) equivalent to Rs. 19900-63200 (revised). On the aforesaid analogy, out of existing 37 posts of Drivers, 9 posts (4 Jammu division and 5 Kashmir division) are in the Grade of Chauffeurs, 13 posts (5 Jammu division and 8 Kashmir division) are in the grade of Driver-I and remaining 15 posts (6 Jammu division and 9 Kashmir division) are in the grade of Driver-II. Thus by inclusion of 02 newly created posts of Driver-I in the existing Cadre of Drivers, entry No. 17 of the Schedule 'A' be recast as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
17 (i)	Chauffeur	Rs. 35700-113100 (Revised)	4	5	9	District
(ii)	Driver-I	Rs. 25500-81100 (Revised)	6	8	14	District

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(iii) Driver-II Rs. 19900-63200 7 9 16 District
(Revised)

(V) In order to include 02 newly created posts of Jamadars of higher grade to be re-designated as Jamadar (Selection grade), entry No. 18 of the Schedule 'A' which pertains to the posts of Jamadar be recast as under as per revised pay Scale:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
18(i)	Jamadar (Selection Grade)	Rs. 18000-56900 (Revised)	1	1	2	District
(ii)	Jamadar	Rs. 15900-50400 (Revised)	11	22	33	District

(W) 08 newly created posts of Orderlies, 04 newly created posts of orderlies for Assistance, 04 newly created posts of Orderlies for Mediation and 04 newly created posts of Orderlies for Legal Aid created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019 and 12 posts of Orderlies created vide Govt. Order No. 5364-LD(A) of 2017 dated 25.10.2017 for four Fast Track Courts of District & Sessions Judges be included in the existing cadre of Orderlies in the Schedule 'A' as per the J & K Civil Services (Revised) Pay Rules, 2018, so as to recast entry No. 19 as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
19.	Orderlies	Rs. 14800- 47100	151	187	338	District

(X) 02 newly created posts of Chowkidars created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019 and 04 posts of Chowkidars created vide Govt. Order No. 5364-LD(A) of 2017 dated 25.10.2017 for four Fast Track Courts of District & Sessions Judges be included in the existing cadre of Chowkidars in the Schedule 'A' as per the J & K Civil Services (Revised) Pay Rules, 2018, so as to recast entry No. 20 of the Schedule as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
20.	Chowkidars	Rs. 14800- 47100	23	37	60	District

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(Y) 02 newly created posts of Sweepers created vide Govt. order No. 2988-LD(A) of 2019 dated 04.06.2019 and 04 posts of Sweepers created vide Govt. Order No. 5364-LD(A) of 2017 dated 25.10.2017 for four Fast Track Courts of District & Sessions Judgesbe included in the existing cadre of Safaiwala in the Schedule 'A' as per the J & K Civil Services (Revised) Pay Rules, 2018, so as to recast entry No. 21 of the Schedule as under:

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
21.	Safaiwala	Rs. 14800- 47100	17	19	36	District

(Z) Pay Structure as per the Jammu & Kashmir Civil Services (Revised) Pay Rules, 2018 be included in the existing cadre of System Officers and System Assistants, so as to recast entry No. 1 and 2 in the Schedule 'A-1' as under:-

S.No .	Category	Grade	Jammu	Kashmir	Total No. of Posts	Cadre
1	2	3	4	5	6	7
1.	System Officer	Rs. 25500-81100	10	12	22	Divisional
2.	System Assistant	Rs. 19900-63200	17	19	36	Divisional

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(9)

ANNEXURE-B

PROPOSED AMENDMENTS TO SCHEDULE-B

(A) A fresh entry No. 2A after S. No. 1 of the Schedule be inserted to include the posts of Principal Counsellor, so as to read as under:-

S.No.	Name of the Post	Existing Pay Scale	Class	Category	Minimum Qualification	Method of Recruitment.
1	2	3	4	5	6	7
2A.	Principal Counsellor	Rs. 47600-151000 (Revised)	I	C	Master's Degree in Social Sciences such as Social Welfare, Sociology, Clinical Psychiatry, Psychology, Philosophy with a minimum experience of one year in field work, research, teaching in a Government Department or recognized College/University or Comparable academic institution with special reference to family problems.	By promotion from Class II of Category B with minimum experience of 3 years in the said Category.

(B) A fresh entry No. 5B after S. No. 5A of the Schedule be inserted to include the posts of Counsellors, so as to read as under:-

S.No.	Name of the Post	Existing Pay Scale	Class	Category	Minimum Qualification	Method of Recruitment.
1	2	3	4	5	6	7
5B.	Counsellor	Rs. 44900-142400 (Revised)	II	E	Master's Degree in Social Science such as Social Welfare, Sociology, Clinical Psychiatry, Psychology, Philosophy with a minimum experience of one year in field work, research, teaching in a Government Department or recognized College/University	By Direct Recruitment

or Comparable academic institution
with special reference to family
problems.

(C) In order to include 02 newly created posts of Data Entry Operator of higher grade to be re-designated as Data Entry Operator (Selection Grade), entry No. 12 of the Schedule which pertains to the posts of Data Entry Operator be recast as under:-

S.No.	Name of the Post	Existing Pay Scale	Class	Category	Minimum Qualification	Method of Recruitment.
1	2	3	4	5	6	7
12						
(i)	Data Entry Operator	Rs. 35400-112400 (Revised)	III	D	Graduation from a recognized university with Diploma in Computer Application from an Institution recognized by All India Board of Technical Education/State Board of Technical Education/Or Bachelors Degree in Computer Application from Recognized University.	By Promotion from Class-V Category-B with minimum experience of 5 years from the said Category
(ii)	Data Entry Operator	Rs. 25500-81100 (Revised)	V	B	-----Do-----	By Direct Recruitment

(D) In order to include 02 newly created posts of Drivers of higher grade and with a view to give effect to SRO 295 dated 06.07.2018, entry No. 17 of the Schedule which pertains to the posts of Driver be recast as under:-

S.No.	Name of the Post	Existing Pay Scale	Class	Category	Minimum Qualification	Method of Recruitment.
1	2	3	4	5	6	7
17.						
(i)	Chauffeur.	Rs. 35700-113100 (Revised)	IIA	A	Matric with a Valid LMV /HMV Driving Licence.	By Promotion from Driver-I with minimum experience of two years as Driver-I.

- (ii) Driver-I Rs. 25500-81100 (Revised) V E ---Do--- By Promotion from Driver-II with minimum experience of two years as Driver-II
- (iii) Driver-II Rs. 19900-63200 (Revised) VA A ---Do--- By direct recruitment by conducting test including driving test.

(E) In order to include 02 newly created posts of Jamadars of higher grade to be re-designated as Jamadar (Selection grade) entry No. 18 of the Schedule which pertains to posts of Jamadar be recast as under:-

S.No .	Name of the Post	Existing Pay Scale	Class	Category	Minimum Qualification	Method of Recruitment.
1	2	3	4	5	6	7

18.

- (i) Jamadar (Selection Grade) Rs. 18000-56700 (Revised) VI A Matric By promotion from Jamadar on the basis of Seniority.
- (ii) Jamadar Rs. 15900-50400 (Revised) VI B Matric By promotion from Class-VII Category-A,B & C on the basis of Seniority.

(F) In consequence of amendment to entry No. 18, the entry No. 16 to the Schedule which pertains to posts of Process Server be recast as under:-

S.No .	Name of the Post	Existing Pay Scale	Class	Category	Minimum Qualification	Method of Recruitment.
1	2	3	4	5	6	7

16.

- (i) Process Server Rs. 19900-63200 (Revised) V D 10+2 or equivalent from recognized Board/University. (1) 50% by direct Recruitment . (2) 50% by selection from Class VI, Category "A" and "B", Class VII Category A, B and C with minimum experience of 3 years.

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