



Government of Jammu and Kashmir
GENERAL ADMINISTRATION DEPARTMENT
Civil Secretariat, J&K

Subject: Appointment of Multitasking Staff (Orderlies) in the J&K Secretariat (Subordinate) Service.

Reference: i. O.M. No. GAD/MTG0RBIV/267/2022-09-GAD dated 27.10.2022 & No. GAD/MTG0RBIV/01/2023 (E-7098912) dated 07.02.2023 from Monitoring Section, General Administration Department.

ii. Letter No. SSB/Secy/Class-IV/2021/6273-78 dated 18.10.2022 from J&K Services Selection Board.

Government Order No.502-JK(GAD) of 2023
Dated:25.04.2023

In continuation of Government Order No. 1292-JK(GAD) of 2022 dated 29.10.2022, No. 1360-JK(GAD) of 2022 dated 15.11.2022, No. 1375-JK(GAD) of 2022 dated 17.11.2022 & No. 1420-JK(GAD) of 2022 dated 24.11.2022 and on the recommendations of the J&K Services Selection Board, sanction is hereby accorded to the appointment of following candidates as Multitasking Staff (Orderlies) in the J&K Secretariat (Subordinate) Service in the Pay Level of SL-1 (14800-47100), notionally w.e.f. 29.10.2022:

S.No.	Name	Parentage	Address	Selection Category
1	Ritanshu Chadha	Sanjeev Kumar	Siot Rajouri, J&K	OM
2	Mohammad Younous Bhat	Mohammad Maqbool Bhat	Issoo Anantnag, J&K	RBA

The appointees shall report to the Additional Secretary to the Government, General Administration Department (Establishment), within a period of twenty one (21) days from the date of issuance of this order failing which they shall forego their right to appointment, and the same shall be deemed to have been cancelled *ab-initio* without any further notice.

The appointees shall be allowed to join only on the production of the following certificates (in original) to be verified subsequently:

- i. Academic/Qualification Certificates.
- ii. Matriculation/Date of Birth Certificate.
- iii. Health Certificate from the concerned Chief Medical Officer of the District.

- iv. Domicile Certificate issued by the Competent Authority.
- v. Valid relevant Category Certificate, if any applicable.

The appointment of the above candidates shall further be subject to the following conditions:

- a. The appointees shall furnish an Undertaking in the shape of an Affidavit as per Annexure-A to this Order.
- b. That if the candidate has taken loan for self employment from DIC/Employment Department, to be ascertained from the District Industries Centre (DIC) and District Employment & Counselling Centre of the domicile district, he shall relinquish the proprietorship of unit/enterprise and also stakes, if any, in such self-employment unit/enterprise before joining Government service. He shall be required to repay the entire loan liability in suitable EMIs to be worked out by the DDO concerned from his salary. DDO concerned shall obtain an affidavit from the concerned appointee regarding both relinquishment of proprietorship and stakes, if any, in such a self-employment unit/enterprise and recovery to be made and also personally monitor its recovery.
- c. The salary of the appointees shall not be drawn and disbursed to them unless the satisfactory reports in respect of genuineness of Qualification/Date of Birth/Relevant Category Certificate are received from the concerned Authorities/Agency.
- d. The appointees shall be on probation for a period of two years.
- e. The appointment of the candidates shall be governed by the "New Pension Scheme" as notified vide SRO-400 of 2009 dated 24.12.2009.
- f. The inter-se-seniority of the appointees in the J&K Secretariat (Subordinate) Service shall be determined as per the J&K Civil Services (Classification, Control and Appeal) Rules, 1956.
- g. The appointment of the above appointees shall be cancelled *ab-initio*, if it is found that they possess higher qualification than the prescribed one at any stage and they shall also be liable for criminal prosecution under law.
- h. The appointment of the above appointees shall be subject to outcome of writ petition(s), if any, pending before Competent Court of law.

By order of the Government of Jammu and Kashmir.

Sd/-

(Sanjeev Verma) IAS

Commissioner/Secretary to the Government

No.GAD-ESTB/351/2022-09-GAD

Dated:25.04.2023

Copy to:

1. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.

2. Director, Archives, Archaeology and Museums, J&K.
3. Director, Information, J&K, with the request to kindly get this order published in two leading News Papers both at Srinagar and Jammu for information of the concerned.
4. Director Finance, General Administration Department.
5. Director, Estates Department, Jammu/Kashmir.
6. Secretary, J&K Services Selection Board.
7. Senior Superintendent of Police (Security), J&K Civil Secretariat.
8. Private Secretary to Chief Secretary, J&K.
9. Private Secretary to Commissioner/Secretary to the Government, General Administration Department.
10. In-charge Website, GAD.
11. Concerned candidates for information and compliance.
12. Government Order/Stock/Personal files. *"Hindi and Urdu Versions shall follow"*


(Shakeeb Arsallan) JKAS

Under Secretary to the Government

Affidavit

I _____ S/o, D/o, Shri _____
R/o _____ Aadhaar No. _____ do hereby
undertake as under:

5. That, if on verification, my qualification/Date of Birth/Reserved Category Certificates from the concerned issuing authorities is found fake/forged, my appointment as Orderly in the J&K Secretariat (Subordinate) Service shall be deemed to have been cancelled *ab-initio*.
6. That, I have no criminal records and do not face any criminal proceedings in any Court of Law. If this is found to be incorrect, I shall be liable for removal from the provisional appointment as Multitasking Staff (Orderly) in the J&K Secretariat (Subordinate) Service;
7. That, if at any later stage, it is found that I am in possession of lower/higher than the prescribed qualification, my appointment as Multitasking Staff (Orderly) shall be liable for cancellation;
8. That, in case any statement as at (1) to (3) above is proved to be false, I shall be liable for disciplinary proceedings under law.

Deponent

Verification:

The averments mentioned herein above are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Deponent