

**GOVERNMENT OF JAMMU & KASHMIR**  
**Civil Secretariat Forest Department**  
**Notification**

Srinagar, the 29<sup>th</sup> June, 2009

**SRO 175.** In exercise of the powers conferred by the proviso to section 124 of the Constitution of Jammu & Kashmir, the Governor hereby makes the following rules namely: -

**1. Short title & commencement: -**

- (1) These rules may be called the Jammu & Kashmir Department of Social Forestry (Subordinate) Service Recruitment Rules of 2009.
- (2) They shall come into force from the date of their publication in the Government Gazette.

**2. Definitions:- In these rules, unless the context otherwise requires;**

- (a) "Administrative Department" means the Department of the Government in the Civil Secretariat holding the administrative charge of the service;
- (b) "Board" means the Jammu and Kashmir State Service Selection Board;
- (c) "Cadre" means the cadre of the Service;
- (d) "Government" means the Government of Jammu & Kashmir;
- (e) "Head of the Department" means the Major Head of the Department holding the administrative control of the organization;
- (f) "Member of the Service" means a person appointed to a post in the service under the provisions of these rules;
- (g) "Post" means a permanent post carrying a definite time scale sanctioned the Competent authority;
- (h) "Rules" means the Jammu & Kashmir (Subordinate) Service Recruitment Rules, 2009;
- (i) "Schedule" means the schedule annexed to these rules
- (j) "Selection Agency" means the agency constituted by the Government for making to a particular class of post;
- (k) "Service" means the Jammu & Kashmir Social Forestry (Subordinate) Service;
- (l) "State" means Jammu and Kashmir State;
- (m) Words & expressions used in these rules but not defined shall have same meaning as are assigned to them in the Jammu & Kashmir Civil Services (Classification Control and Appeal) Rules, 1956.

**3. Constitution of Services: -**

- (1) From the date of commencement of these rules there shall be constituted the Jammu & Kashmir Social Forestry (Subordinate) Services;
- (2) The Government may, at the commencement of these rules, appoint to the service any person who at the commencement of these rules is holding in substantive capacity any post include in the cadre of the services;
- (3) Provided that for the purpose of initial constitution of services, the person holding any post in substantive capacity to which he was appointed by the competent authority under rules include in the cadre of the services in its sanctioned scale of pay shall be deemed to have been appointed to the service under these rules if he/she is fully qualified to hold the post under these rules unless he/she opt otherwise within 15 days from the commencement of these rules.

**Explanation:** - The words holding means a person holding a post include in the cadre of the Jammu & Kashmir Social Forestry (Non-Gazetted) Services in its sanctioned scale of pay on regular basis under orders of the competent authority and will not cover the persons holding a post on ex-cadre/deputation basis or on ad hoc basis or in a stop gap arrangement.

**4. Strength & composition of the service: -**

- (1) The authorized permanent and temporary strength of the cadre and the nature of the posts include therein shall be determined by the Government, from time to time shall, at the initial constitution of the services under these rules, be such as specified in the Schedule-I annexed to these rules;  
Provided that the Government may create temporary posts in the cadre or the services for specified period or purpose as may be considered necessary from time to time.
- (2) The Government shall, at the interval of every five years or at such other intervals as may be necessary, re-examine the strength and composition of the cadre of the service and make such alternations therein as it deems fit.

**5. Qualification & Method of Recruitment: -**

- (1) No person shall be eligible for appointment or promotion to any post in any class, category or grade in the service unless he/ she possesses the qualifications as laid down in the Schedule II and fulfils other

requirements of recruitment as provided in the rules for time being in force.

- (2) Appointment to the service shall be made:-
  - (a) By direct recruitment or;
  - (b) By Promotion; or by transfer from another service or class or
  - (c) Partly by (a) and partly by (b) in the ratio and in a manner as mentioned against each post in Schedule-II or as amended by the Government from time to time.
- (3) All the posts to be filled by promotion/ direct recruitment shall be filled through Departmental Promotion Committee/ Service Selection Board unless any post/ category of posts is exempted from the purview of Service Selection Board.
- (4) The departments shall refer vacancies in the direct/ promotion quota to SSRB and Departmental Promotion Committee, as the case may, be in terms of SRO-166 dated 14-06-2005.

**6. Probation: -**

- (1) Persons appointed to the service by direct recruitment shall be on probation or trial for two years;
- (2) The pay of a persons appointed to the service under these rules shall be regularized as per the provisions of Jammu & Kashmir Civil Services Regulations or general rules as issued from time to time.

**7. Reservation in appointments: -**

While making appointments either by promotion or by direct recruitment reservation shall be made in accordance with the rules and orders issued from time to time for members of Schedule Caste/Schedule Tribes/Backward Classes or any other category or class of permanent residents of State under the provisions of Jammu & Kashmir Reservation Act, 2004 and the Reservation Rules in force.

**8. Training and Departmental Examination:-**

Persons appointed to the service by competitive examination or by promotion shall be required to undergo such training from time to time and to pass departmental examination as the government may prescribe.

**9. Eligibility of Government Servants for direct recruitment:-**

A person already in the Government service may apply through proper channel for direct recruitment to a vacant post in any particular class or category in the service if he possesses the educational and other qualification prescribed for recruitment to such class or category of post. The upper age limit of such Government servants shall be as provided in the general rules.

Provided that in the case of a post which requires a higher degree of specialization and or experience, the Government may prescribe higher age limit.

**10. Maintenance of Seniority lists:-**

Seniority of the members of the service shall be regularized under the Jammu and Kashmir Civil Service (Classification, Control and Appeal) Rules, 1956. The Head of Department shall maintain an up to date and final seniority list of members of the service.

**11. Residuary Matters:-**

In regard to matters not specifically covered by these rules, the members of the service shall be governed by rules/regulations and orders applicable to the State Civil Service in general.

**12. Interpretation:-**

If any question arises relating to the interpretation of these rules, the matter shall be referred to the Administrative Department whose decisions thereon shall be final and binding.

**13. Repeal and Savings:-**

- (1) All rules corresponding to these rules and in force immediately before the commencement of these rules are hereby repealed so far as they are repugnant to/ inconsistent with these rules..
- (2) Notwithstanding such appeal, any appointment order made or action taken under the provisions of the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of the these rules.

By order of the Governor,

Sd/-

Commissioner/Secretary to Government,  
Forest Department

No.FST/SF/R/01/2006-1

Dated 29-06-2009

Copy to the:-

1. Principal secretary to Govt. ARI and Trainings Department J&K Srinagar
2. Principal Secretary to Govt. Law Department (w.7,s,c)
3. Commissioner/ Secretary to Govt. General Adm. Department
4. Principal Chief Conservator of Forests Jammu and Kashmir Srinagar
5. Director Social Forestry J&K Srinagar
6. General Manager, Ranbir Govt. Press Jammu/Srinagar
7. Special Assistant to Hon'ble Forest Minister
8. Private Secretary to Commissioner/Secretary (Forests)
9. P.A. to Special Secretary (B) (T) Forest Department
10. Notification/ concerned file.

Sd/-

(Mushtaq Ahmad)  
Deputy Secretary to Government  
Forest Department

**SCHEDULE- IA**  
**(Ministerial)**

<b>Sr. No</b>	<b>Designation of the post</b>	<b>Pay Band with Grade Pay</b>	<b>No. of posts</b>
1	Section Officer	9300-34800+4600	1
2	P.A to Director/Senior Stenographer	9300-34800+4600	1
3	Asstt. Accounts Officer	9300-34800+4600	1
4	Statistical Officer	9300-34800+4600	3
5	Computer Analyst	9300-34800+4200	1
6	Chauffeur	9300-34800+4200	4
7	Accountant	9300-34800+4200	10
8	Head Assistant	9300-34800+4200	3
9	Statistical Assistant	9300-34800+4200	3
10	Accounts Assistant	9300-34800+2800	2
11	Senior Assistant	5200-20200+2400	15
12	Driver (Grade-I)	5200-20200+2400	8
13	Driver (Grade-II)	5200-20200+1900	13
14	Junior Assistant	5200-20200+1900	44
15	Jamadar	4440-7440+1650	3
16	Orderlies / Chowkidars	4440-7440+1300	52

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Commissioner/Secretary to Government,  
Forest Department

Sd/-  
(Mushtaq Ahmad)  
Deputy Secretary to Government  
Forest Department

**SCHDEULE-II-A**  
**(Ministerial)**

Class	Category	Designation	Pay Bands with Grade Pay	Minimum qualification for direct recruitment	Method Recruitment
I	A	Section Officer	9300-34800+4600		By promotion from Class IV Category A with not less that 3 years service in that class.
	B	P.A to Director/ Senior Stenographer	9300-34800+4600		By deputation from Secretariat (Subordinate Service)
	C	Asstt. Accounts Officer	9300-34800+4600		By deputation from Accounts (Non-Gazetted Service)
	D	Statistical Officer	9300-34800+4600		By deputation from Economics and Statistical (Subordinate) Service
	E	Computer Analyst	9300-34800+4200	MCA from any recognized Institute.	By deputation information Technology Department.
II		Chauffeur	9300-34800+4200		100% by promotion from Class VI Category-B having at least five years service in that category.
III		Accountant	9300-34800+4200		By deputation from Accounts (Non-Gazetted Service)
IV	A	Head Assistant	9300-34800+4200		By promotion from Class VI Category A having at least 3 years service in the category and having passed Secretariat Assistants Examination. “Provided that 25% of posts to be filled up in a calendar year shall be earmarked for promotion of those Senior Assistants who have not qualified the Secretariat Assistants Examination but have crossed the age of 50 years as on 1 <sup>st</sup> January of the year in which such promotions are being considered”. “Provided further that a Senior Assistant who has qualified the Secretariat Assistants Examination during his period of probation as Jr. Assistant shall not be required to qualify the said examination again”.
	B	Statistical Assistant	9300-34800+4200		By deputation from Economics and Statistical (Subordinate) Service
V		Accounts Assistant	5200-20200+2800		By deputation from Accounts (Non-Gazetted Service)
VI	A	Senior Assistant	5200-20200+2400		By promotion from Class VII category B having at least 3 years service in the category.
	B	Driver (Grade-I)	5200-20200+2400		100% by promotion from Category-VII Category A having at least 5 years service in that category.
VII	A	Driver(Grade-II)	5200-20200+1900	Matriculate with Hill/ Heavy vehicle license with 5 years experience.	100 % by direct recruitment.

	B	Junior Assistant	3050-75-4590	Graduation from any recognized University with knowledge of type- writing having not less than 35 words speed per minute. Six months certificate course in computer applications from a recognized Institute.	<p>i. 75% by direct recruitment.</p> <p>ii. 25% by promotion from Matriculate Orderlies/ Jamadars having at least 3 years service as such on the recommendations of DPC who qualify type test requiring a minimum speed of 25 words per minute in order of seniority and shall acquire computer knowledge within 6 months after promotion  “Provided that a person appointed by direct recruitment or by promotion after issuance of this notification shall undergo and qualify the Secretariat Assistants Examination/ training during the period of his probation.</p>
VIII		Jamadar	2650-60-3200		By promotion from class IX amongst persons having at least 5 years experience in that category.
IX		Orderlies / Chowkidars	2550-55-3200	Minimum qualification as Matriculation & maximum qualification as 10+2.	100% by adjustment from Helpers who are on rolls prior to commencement of these rules. After adjustment of all those helpers the posts of helpers shall automatically get abolished and the post shall be filled up by direct recruitment.

Sd/-  
Commissioner/Secretary to Government,  
Forest Department

Sd/-  
Mushtaq Ahmad  
Secretary to Government,  
Forest Department.

**SCHEDULE- I B**  
**(Executive)**

<b>Sr. No</b>	<b>Designation of the post</b>	<b>Pay Band with Grade Pay</b>	<b>No. of posts</b>
1	Range Officer Grade-II	9300-34800+4200	12
2	Forester	5200-20200+2800	33
3	Dy. Forester	5200-20200+2300	55
4	Draftsman	5200-20200+2400	2
5	SFW / Forest Guard	5200-20200+1900	150
6	Senior Mali	4440-7440+1650	25
7	Jr. Mali	4440-7440+1300	50

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Mushtaq Ahmad  
Secretary to Government,  
Forest Department



**SCHDEULE-I B**  
**(Executive)**

Class	Category	Designation	Pay Bands with Grade Pay	Minimum qualification for direct recruitment	Method Recruitment
I		Range Officer Grade-II	9300-34800+4200		By promotion from Class II amongst persons who are KFC trained and have 5 years service as such.
II		Forester	5200-20200+2800	10+2 or equivalent qualification with science subjects. <b>Physical Standard:</b> Height: 163 cms Physical fitness- 25 kms walk to be completed in 4 Hrs. Physical Fitness Certificate from Chief Medical Officer.	i) 40% by Direct Recruitment  ii) 60% by promotion from Class III amongst persons who are matriculate and having completed probation period satisfactorily. In case, no matriculate is available then the post be filled up by direct recruitment.
III		Dy. Forester	5200-20200+2300		100% by promotion from Class-IV in the following ratio:- i) 15% Graduate SFW/ FGD with three years experience. ii) 60% from Matriculate SFW/FGD with seven years experience. iii) 25% from Middle pass SFW/Fgd having ten years service as such; Provided that 25% ratio in respect of Middle pass SFW/Forest Guards with 10 years experience in the category of Deputy Forester shall remain in force for seven years of till such time the incumbent presently holding the posts, retire or get promoted, whichever is earlier. After the above stipulated time the ratio of Graduate SFW/Forest Guard and Matriculate SFW/Forest Guards in the category of Dy. Forester shall be 25% and 75% respectively.

IV		Social Forestry Worker / Forest Guard	5200-20200+1900	Matric Physical standard- as prescribed in Class-II Category (A) above	<p>i. 75% by direct recruitment</p> <p>ii. 10% by promotion from matriculate Class V having 5 years service as such;</p> <p>iii. 15% by promotion from Matriculate Class-IX of schedule IIA having 5 years service in that class</p>
V		Senior Mali	4440-7440+1650		100% adjustment from Class VI (Junior Mali)
VI		Jr. Mali	4440-7440+1300	Minimum qualification as Matriculation & maximum qualification as 10+2.	100% by adjustment from Helpers who are on rolls prior to commencement of these rules. After adjustment of all those helpers the posts of helpers shall automatically get abolished and the post shall be filled up by direct recruitment.

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