



Government of Jammu and Kashmir
General Administration Department
(Establishment Section)
Civil Secretariat, Srinagar

Subject: Secretariat Assistant Training Course (SATC) in respect of Senior Assistants of Heads of the Department's/Offices (**Kashmir Division**) at J&K IMPARD, Srinagar.

Government Order No. 136 O-GAD of 2015.
D a t e d. 13.10.2015.

It is hereby ordered that sixty (60) Senior Assistants of the Kashmir based Heads of the Departments/offices as per annexure to this order, are hereby deputed to the J&K Institute of Management, Public Administration and Rural Development, Srinagar, for undergoing three months Secretariat Assistants Training Course (SATC) commencing from **15.10.2015 to 15.01.2016**.

The training shall be conducted in two sessions, Morning Session from 10:00 a.m to 1:00 p.m and Afternoon Session from 2.00 pm to 5.00 pm.

All the trainees shall attend the respective Departments/offices regularly wherefrom they have been deployed in addition to the training session in the morning and evening respectively as the case may be.

The salary in respect of the trainees shall continue to be drawn from the respective Departments/offices where from they shall be deputed on production of the attendance certificate from the concerned in the J&K IMPARD, Srinagar.

All the concerned Heads of Departments are impressed upon to relieve the Senior Assistants strictly in accordance with the seniority against the allocated slots as per annexure to this order, for attending the training course at J&K, IMPARD, Srinagar. In case of any ambiguity/failure on the part of any official/concerned HoD in relieving the eligible Senior Assistant(s) in time for attending the training course, the responsibility shall squarely lie on the concerned official (s)/ Head of Department (s).

By order of the Government of Jammu and Kashmir

(Iftikhar Rasool Hamdani)

Under Secretary to the Government

Dated. 13.10.2015

No. GAD (Estt) M- 20/2010

Copy to the:

1. Vice Chairman and Director General, Institute of Management Public Administration and Rural Development J&K, Srinagar.

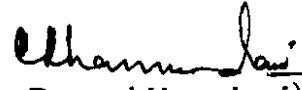
2. Divisional Commissioner, Kashmir.
3. All the concerned Deputy Commissioners, _____ (Kashmir Division)
4. Director General, Information and Public Relations Department for information with the request to kindly publish this order in two leading dailies at Srinagar for information of all the concerned.
5. All the concerned Head of the Departments, (**Kashmir Division**)
_____.
6. P.A to the Commissioner/Secretary to Government, GAD
7. Government Order file (w.2.s.c).
8. In-charge Website,GAD
9. Stock file.

Annexure to Government order No. 367-GAD of 2015 Dated 13.10.2015

(Kashmir Division)

| S.No. | Name of the Department | No of Senior Assistants nominated for current session |
|--------------|--|--|
| 1. | Divisional Commissioner,Kashmir | 03 |
| 2. | Chief Conservator of Forests,Kashmir | 03 |
| 3. | Director,SKIMS,Soura,Srinagar | 03 |
| 4. | Director, Agriculture Department,Kashmir | 03 |
| 5. | Director, School Education,Kashmir | 03 |
| 6. | Director Rural Dev. Department,Kashmir | 03 |
| 7. | Director, Health Services,Kashmir | 03 |
| 8. | Director, Animal Husbandry Department, Kashmir | 03 |
| 9. | Director, Sheep Husbandry Department, Kashmir | 02 |
| 10. | Chief Engineer,R&B,Kashmir | 02 |
| 11. | Chief Engineer,PHE, Kashmir | 02 |
| 12. | Chief Engineer,M&RE Wing, Kashmir | 02 |
| 13. | Chief Engineer,Irrigation & FC, Kashmir | 02 |
| 14. | Chief Engineer,Mech. Eng. Kashmir | 02 |
| 15. | Director, Social Welfare Department, Kashmir | 02 |
| 16. | Director, CA & PD Department, Kashmir | 02 |
| 17. | Director, Industries & Commerce Department, Kashmir | 02 |
| 18. | Director, Urban Local Bodies,Kashmir | 02 |
| 19. | Director, Horticulture Departent,Kashmir | 02 |
| 20. | Director, Command Area Development | 02 |

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| | Department, Kashmir | |
| 21. | Principal, Government Medical College, Srinagar | 02 |
| 22. | Principal, Govt. Dental College, Srinagar | 02 |
| 23. | Director, Tourism Department, Kashmir | 02 |
| 24. | General Manager, Government Press, Srinagar | 02 |
| 25. | Office of the Deputy Commissioner, Leh | 02 |
| 26. | Office of the Deputy Commissioner, Kargil | 02 |
| | Total | 60 |


(Iftikhar Rasool Hamdani)
 Under Secretary to the Government

