



Government of Jammu and Kashmir  
**General Administration Department**  
Civil Secretariat, J&K

Subject: Introduction of Single Window System for processing of Recruitment Rules and use of Online Portal thereof.

Reference: U.O. file No. ARI-Gen/8/2025-01 (7672520), received from ARI & Trainings Department.

**Circular No.11–JK(GAD) of 2026**  
**Dated:30.03.2026**

In terms of Government Order No.1247-JK(GAD) of 2025 dated 25.09.2025, a committee has been constituted for Development of Single Window System for processing of Recruitment Rules. Accordingly, the ARI & Trainings Department has developed an online portal for processing of Recruitment Rules of the Union Territory of Jammu & Kashmir, with the objective of streamlining the procedure, ensuring transparency, and facilitating time-bound disposal of cases through a single window system.

The Online Portal for processing of Recruitment Rules has been developed by the ARI & Trainings Department in collaboration with Bhaskaracharya Institute for Space Applications and Geo-Informatics (BISAG), New Delhi and was formally launched on 14.11.2025. The portal is functional and accessible at <https://ariprr.jk.gov.in>. The Information Technology Department has completed the required security audit and the portal has been hosted on the State Data Centre. Necessary steps for integration with e-Office are also underway to enable end-to-end digital workflow.

In order to ensure uniformity and effective implementation of the Single Window System, it has been decided that all proposals relating to framing, amendment, or revision of Recruitment Rules of all services shall henceforth be submitted exclusively through the designated online portal with immediate effect. No proposal submitted through any other mode shall be entertained thereafter.

All Administrative Departments are, therefore, requested to:

- i. Ensure strict adherence to routing all such proposals through the online portal henceforth and issue necessary directions to the concerned officers/officials under their control.
- ii. Notify and furnish the updated list of Nodal Officers to the ARI & Trainings Department at the earliest, so that login credentials/passwords may be shared for smooth functioning of the portal.

All the Administrative Secretaries are requested to ensure compliance in letter and spirit.

Sd/-  
**(M.Raju) IAS**

Commissioner/Secretary to the Government

No: GAD-MTG0RBIV/47/2026(7741760)

Dated:30.03.2026

**Copy to:**

1. All Financial Commissioners (Additional Chief Secretaries).
2. Additional Chief Secretary to the Hon'ble Chief Minister.

3. Director General of Police, J&K.
4. All Principal Secretaries to the Government.
5. Principal Secretary to Hon'ble Lieutenant Governor, J&K.
6. Chief Electoral Officer, J&K.
7. Joint Secretary (JKL), Ministry of Home Affairs, Government of India.
8. All Commissioner/Secretaries to the Government.
9. Commissioner/Secretary to the Government, AIR & Trainings Department.  
**Her e-office file bearing CC No. 7672520 is also herewith returned.**
10. Divisional Commissioner, Jammu/Kashmir.
11. Principal Resident Commissioner, J&K Government, New Delhi.
12. Chairperson, J&K Special Tribunal.
13. Director General, J&K Institute of Management, Public Administration & Rural Development.
14. Secretary, J&K Public Service Commission.
15. All Heads of the Departments/Managing Directors.
16. All Deputy Commissioners.
17. Director Estates, Jammu/Kashmir.
18. Director, Archives, Archaeology and Museums, J&K.
19. Director Information, J&K.
20. Secretary, J&K Board of Professional Entrance Examination (BOPEE).
21. Director, Government Press, J&K.
22. Secretary, J&K Services Selection Board.
23. OSD/Private Secretary to Honble Deputy Chief Minister, J&K.
24. OSD/Private Secretary to Hon'ble Chief Minister, J&K.
25. Secretary, J&K Legislative Assembly.
26. State Informatics Officer (SIO), NIC, J&K.
27. Private Secretary to Chief Secretary, J&K.
28. Private Secretaries to all Honble Ministers, J&K.
29. Private Secretary to Commissioner/Secretary to the Government, General Administration Department.
30. Private Secretary to Advisor to Hon'ble Chief Minister, J&K.
31. Circular/Stock file/Website, GAD.

**"Hindi and Urdu versions shall follow."**

  
(Jaffar Hussain) 28/3/26

**Deputy Secretary to the Government.**