



Government of Jammu and Kashmir
General Administration Department
Civil Secretariat, Srinagar

Subject: Augmentation of Secretariat Assistant's Training Course (SATC).

Government Order No: 1141 - GAD of 2018.
D a t e d: 16 -07- 2018.

It is hereby ordered that:-

- i. Senior Assistants of various Cadres/Services who have rendered 10 years of continuous service as such or have crossed the age of 45 years are permitted to take the Secretariat Training Examination without undergoing Secretariat Assistants Training Course as a one time exception. However, such Senior Assistants who fall in either of above categories but are willing to undergo Secretariat Assistant's Training may do so with the prior permission of their HOD's.
- ii. All the HoDs shall furnish the State/Division/District-wise details of all eligible Senior Assistants falling in the consideration zone alongwith list of those Senior Assistants who opt to undergo Secretariat Assistant Training Course to the General Administration Department within a period of 15 days from the date of issuance of this order.
- iii. The Jammu and Kashmir Institute of Management, Public Administration & Rural Development (IMPA&RD) shall organize round the year training courses at Jammu and Srinagar Campuses for sixty days with atleast fifty days full days to clear the backlog as early as possible.

By Order of the Government of Jammu & Kashmir.

(Signature)
(Iftikhar Rasool Hamdani)

Under Secretary to the Government

Dated. 16 -07- 2018

No: GAD (Estt) M-08/2017

Copy to the:-

1. All Administrative Secretaries.
2. Director General, J&K Institute of Management, Public Administration & Rural Development, Srinagar.
3. Divisional Commissioner, Jammu/Kashmir.
4. All Deputy Commissioners.
5. Secretary, J&K Public Service Commission.
6. All Head of Departments, Jammu/Kashmir Division.
7. Director, Archives, Archaeology & Museums, J&K.
8. Private Secretary to the Chief Secretary, J&K.
9. Private Secretary to the Commissioner/Secretary to the Government, GAD.
10. I/c Website, General Administration Department.
11. Government Order file (w.3.s.c.) // Stock file.

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20-7-2018

DIRECTORATE OF HEALTH SERVICES
KASHMIR

Visit us www.kashmirhealth.org

No:-Est-5/NG-739/2803-64

Dated:- 18/07/2018.

Copy of overleaf of Government order No:- 1141-GAD of 2018 Dated:-
16.07.2018, issued under endorsement No:- GAD(Estt)M-08/2017 Dated:-
16.07.2018 forwarded for information & necessary action to the:-

01. Chief Accounts Officer DHSK.
02. All Chief Medical Officers _____
03. All Medical Superintendents DH. _____
04. All Block Medical Officers.
05. Epidemiologist Barazulla Srinagar.
06. Director TB.Demonstration Centre Sgr.
07. Officer I/c Mobile Surgical Unit Sgr.
08. P/A to DGHSK.
09. Section Officer DHSK.
10. I/c Website Barazaulla Srinagar.

All the concerned CMO's/Medical Superintendents & other DDO's are requested to furnish undertaking of all Senior Assistants working under their administrative control within 04, days positively to this Directorate from the date of issuance of said Govt order. After expiry of stipulated time no claim whatsoever shall be considered & the list of Senior Assistants shall be submitted to General Administration Department on your own risk & responsibility.

"Matter be treated as Most Urgent"

Dy Director Health Services
(HQ) Kashmir

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