

JAMMU & KASHMIR PUBLIC SERVICE COMMISSION **SOLINA, SRINAGAR.190009**

Subject: Annual Darbar Move of J&K Public Service Commission from Srinagar to Jammu for Winter Season,2015-16.

Order No: 182-PSC of 2015
Dated: 23-10-2015

It is hereby ordered that:-

The office of the J&K Public Service Commission shall close at Srinagar on 30.10.2015 (Friday) AN and open at Jammu on 09.11.2015 (Monday) at 9.30 a.m. The officials of the concerned sections shall pack records in boxes/gunny bags;

Special Move TA shall be paid at a uniform rate of Rs.10,000/- per move employee. This shall be drawn and disbursed in advance. Special Move TA shall however, not to be payable to such employees who do not move within the prescribed date;

No leave shall be admissible in combination/continuation of the move days unless sanctioned in advance by the competent authority that too in very exceptional circumstances;

The timings of the office at Jammu shall be 9.30 a.m. to 5.00 p.m. with Saturday closed.

An advance to the tune of Rs.1.60 lac (Rupees one lac and sixty thousand only) shall be drawn by debit to contingencies for meeting the expenses on account of freight charges and other incidental expenses at Srinagar/Jammu.

Three trucks shall be requisitioned from State Road Transport Corporation (SRTC) for carriage of records to Jammu alongwith one container as per past practice.

Advance pay is also authorized in terms of Rule 14.26 of J&K Financial Code (Vol.1) in favour of such of the non-Gazetted moving employees who may apply for the same which shall be recovered in five equal installments as per rule.

The salary for the month of October, 2015 shall be drawn on 26.10.2015;

The dispatch party consisting of the following officials shall ensure that all the records and other computer equipments of the Commission required to be taken to Jammu with Annual Darbar Move are packed properly and loaded in trucks / vehicles arranged for the purpose by the Nazir, of the Commission under the supervision of Shri Farooq Ahmad Qazi, Under Secretary, (Exam. Section) & Shri Mohammad Ayub , Under Secretary, (Admn.) :-

<u>S.No.</u>	<u>Name</u>	<u>Designation</u>
	S/Shri	
1.	Fayaz Ahmad Qureshi,	Section officer
2.	Showkat Ahmad Watt,	Section Officer,
3.	Pervaiz Ahmad	Head Assistant,
4.	Javed Ahmad Punjabi	Head Assistant,
5.	Ishfaq Ahmad	Head Assistant,
6.	Mohammad Yousuf	Jr. Assistant,
7.	Mohammad Irfan,	Jr. Assistant,
8.	Daljit Singh	Jr. Asstt.
9.	Mohammad Yousuf,	Orderly,
10.	Gh.Mohammad Mir	Orderly

The In-charge of camp office at Jammu shall receive the records and complete the assignments at Jammu well before opening of the office:

1. Arrange the received records in a proper manner.
2. Deposit all trunks, sacks, gunny bags etc. in the concerned store rooms already earmarked for the purpose duly inventoried and marked.
3. Have all the Telephone Numbers of the commission both in offices and at the residence restored before 09.11.2015.
4. Ensure all the office equipments, like computers, office Automations, UPS, Generators are ready and functional and all electric points/fittings are got checked one by one and restored/repared, wherever necessary.
5. All water points/ taps in bathrooms or lavatory block are got checked and repaired/restored wherever necessary.
6. Shall see all the furniture/fixtures and furnishings and ensure that these are neat and clean before the said date in any case.
7. Shall see that the floor walls, bathrooms and the halls and every part of the office premises is cleaned by the firm engaged for the purpose by using the required rubbing and vacuum cleaning machines and also by using disinfectants and insecticides.
8. Have all Civil/Electrical repairs done.
9. Shall ensure that door locks and window closers/handles are in functional condition.



10. Shall liaison with JMC, PHE, PDD, GAD and Estates and all other departments and organizations as may be necessary to further the object of this order.

The following officials are retained at Camp Office Srinagar.

1. Feroza Hassan Shah, Head Asstt.
2. Sajad Ahmad Shalla, for a period of one month.
3. Sarfarz Hussain, Chowkidar

However, the salary of the above officials shall be disbursed on receipt of monthly attendance.

Employees working on Contractual basis are allowed Darbar Move TA @ Rs. 5000/=(Rupees Five thousand) per head subject to the condition that they physically move to the Headquarters as indicated in Government Order No.132-GAD of 2012 dated 27.01.2012.

The following officials of PSUs presently deployed with the Commission shall also move to Jammu with the Darbar Move:-

S/ Shri

1. Ghulam Nabi Paul, Store Officer.
2. Farooq Ahmad Mir, Jr. Steno.
3. Ghulam Nabi Bhat, Supervisor.
4. Mohammad Manzoor Malik, Supervisor.
5. Bashir Ahmad Bhat, Asstt. Supervisor.
6. Mohammad Ashraf Sheikh, Orderly.
7. Safdar Ali Joo, Orderly.
8. Khursheed Ahmad Darzi, Orderly.

The Contractor of House-Keeping, Cleaning and sanitation of the Commission at Jammu shall ensure cleaning of the office room (floor walls, carpets, bathrooms, furnishings, fitting, fixtures, equipments and window glass panels) of the Hon'ble Chairman, Hon'ble Members and all officers and officials and also the corridors, passages lavatories, complexes and surroundings of the premises. The Camp office party shall also contact the JDA/Water Departments to make sure that water supply to the Commission is provided uninterruptedly before 09.11.2015. The Generator of the Commission shall also be made operational.

Sd/-
Secretary
J&K Public Service Commission,
Solina, Srinagar.

Website: www.jkpsc.nic.in
Email: secypsc@nic.in



May-Oct: 0194-2310523 (f) 2312631-(S)
Nov-April: 0191-2566541 (f) 2566530-(J)

Copy to the:-

1. Vice Chairman, J&K-Institute of Management, Public Administration and Rural Department
2. Chairman Bureau of Public Enterprises
3. Financial Commissioner, Revenue.
4. All Principal Secretaries to Government.
5. Director General of Police, J&K.
6. Commissioner of Police, J&K.
7. Chairman, J&K special Tribunal.
8. Principal Resident Commissioner, J&K Government, 5-Prithvi Raj Road, New Delhi.
9. Chief Electoral Officer, J&K Srinagar.
10. Chief Executive Officer, Economics Reconstruction Agency.
11. Principal Secretary to Hon'ble Chief Minister/ H.E. the Governor.
12. All Commissioner/Secretaries to Government.
13. Chairman of the Committee for Monitoring and Ensuring Fairness of Tests conducted by BOPEE/ Chairman of the Committee for fixation of Fee Structure of Professional Colleges in the State.
14. All Heads of Departments/Managing Directors.
15. Registrar General, J&K High Court, Srinagar.
16. Secretary, J&K Legislative Assembly/Council.
17. All Deputy Commissioners.
18. Directors, Estates.
19. Directors, Information, J&K.
20. Director Archives, Archaeology and Museums.
21. Director, Defence Rehabilitation Council.
22. Managing Director of all Public Sector Undertakings.
23. Secretary, J&K State Information Commission, Srinagar.
24. Secretary, J&K Academy of Art, Culture and Languages.
25. Secretary, J&K State Accountability Commission, Srinagar.
26. Secretary, J&K Backward Classes Commission, Srinagar.
27. Secretary, J&K State Women Commission.
28. Secretary, J&K State Electricity Regulatory Commission.
29. Secretary, J&K State Advisory Board for Development of Gujjars and Bakerwals.
30. Secretary, J&K Advisory Board for the Development of Kissan.
31. Secretary, J&K Advisory Board for welfare and Development of other Backward Classes.
32. Secretary, J&K Social Welfare Board.
33. Chairman, Board for Professional Entrance Examination.
34. S.S.P. (Security), Jammu/Srinagar.
35. S.S.P. Security Civil Secretariat, Srinagar/ Jammu
36. General Manager, Government Press, Srinagar/Jammu.
37. Principal Private Secretary to Chief Minister.

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38. Special Assistants to Advisor to Hon'ble Deputy Chief Minister.
39. OSD to Political Advisor to Hon'ble Chief Minister.
40. Private Secretary to Advocate General, J&K for information of Learned Advocate General.
41. Principal Private Secretary to Hon'ble Chairman for information of the Hon'ble Chairman.
42. Private Secretary to Hon'ble Member Shri _____ for information of the Hon'ble Member.
43. Post Master, Jammu/Srinagar.
44. SDO Phones, Jammu/Srinagar.
45. FA/CAO, J&K PSC.
46. Deputy Secretary, J&K PSC.
47. Under Secretary, J&K PSC.
48. I/C Camp office, Srinagar for compliance along with staff retained in the camp office.
49. All Sections of J&K PSC.
50. Shri _____ Standing Counsel, J&K PSC.
51. Notice Board, J&K PSC.
52. Main/Stock File.