

**Government of Jammu and Kashmir,  
Civil Sectt. Higher Education Department.  
###**

**NOTIFICATION  
Jammu, the 16<sup>th</sup> April, 2004**

**S.R.O. 115.** In exercise of the powers conferred by the provision to Section 124 of the Constitution of Jammu and Kashmir, the Governor hereby makes the following rules, namely :-

**1. Short title and Commencement** (1). These rules may be called the Jammu and Kashmir Education (Gazetted) College Services Recruitment Rules, 2004.

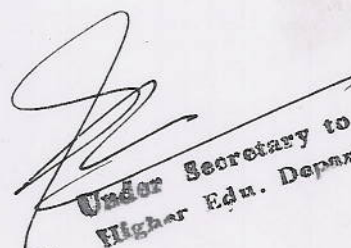
(2) They shall be deemed to have come into force with effect from 27.07.1998.

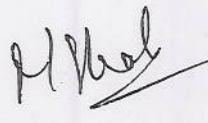
**2. Definitions** : In these rules, unless the context otherwise requires:-

- a) "Administrative Department" means the Department of the Government in the Civil Secretariat holding the Administrative charge of the service;
- b) "Cadre" means the cadre of the service;
- c) "Commission" means the Jammu and Kashmir Public Service Commission;
- d) "Member of the Service" means a person appointed to a post in the Service under the provisions of these rules;
- e) "Schedule" means the Schedule annexed to these rules;
- f) "Service" means the Jammu and Kashmir Education (Gazetted) College Service;
- g) Words and expressions used in these rules but not defined; shall have the same meaning as are assigned to them in the Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956.

**3. Constitution of Service:** (1) From the date of commencement of these rules there shall be constituted the "Jammu and Kashmir Education (Gazetted) College 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 any post in its sanctioned scale of pay included in the cadre of the service.

  
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Provided that for the purpose of initial constitution of service, the person holding any post included in the cadre of the service in its sanctioned scale of pay shall be deemed to have been appointed to the service under these rules.

**4. Strength and Composition of the Service** : (1) The authorized permanent and temporary strength of the cadre and the nature of the posts included therein shall be determined by the Government, from time to time and shall be the initial constitution of the service 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 of the service for specified period as may be considered necessary from time to time.

(2) The Government shall, at the interval of every three 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 alterations therein as it deems fit;


**5. Qualifications and 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 possesses the qualifications as laid down in the Schedule-II and fulfills other requirements of recruitment as provided in the rules and orders for the time being in-force.


(2) Appointment to the service shall be made on the recommendations of the Public Service Commission;

- a) by direct recruitment;
- b) by selection; and
- c) partly by direct recruitment and partly by selection in the ratio and in the manner mentioned against each post in Schedule II appended to these rules.

**6. Probation** : (1) Persons appointed to the service, either by direct recruitment or by selection shall be "on probation for two years"

(2) If it appears at any time during or at the end of the period of probation or of trial that an officer has not made sufficient use of his opportunities or if he has otherwise failed to give satisfaction and has not passed the prescribed departmental examination or training, if any, if directly recruited, be discharged from the service and if appointed by selection be reverted to the post on which he holds a lien.

  
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(3) The Government may in the case of any person, extend the period of probation or trial upto the maximum period of four years.

**Explanation**

Appointment on probation will be made against substantive vacancies only. All other appointments will be on trial. Provided that any period of officiating appointment, shall be reckoned as period spent on probation when a person appointed on trial is given regular appointment to the Service.


(4) A person appointed to the service by competitive examination, shall be allowed the minimum of the time scale during the first year and at the second stage of that scale during the remaining period of probation/trial. Where the reasons are not directly attributable to the probationer he shall be allowed to draw the second and third increments after the expiry of 2<sup>nd</sup> and 3<sup>rd</sup> year of probation / trial.

Provided that where a person has immediately before such appointment, been holding a post under the Government in a sustentative capacity and was drawing therein pay equal to or more than the minimum of the time scale, his initial pay at the time of his appointment to the service, shall be regulated under Art. 77 (a) (ii) read with Art. 67 (a)(ii) of the Jammu and Kashmir Civil Service Regulations.

(5) In respect of a person who immediately before such appointment holds a post under the Government in an officiating capacity and draws his presumptive pay equal to or higher than the minimum of the time scale, his initial pay at the time of appointment to the service shall be regulated under Art. 77(a) (ii) of the Jammu and Kashmir, Civil Service Regulations treating his presumptive pay as substantive pay for purpose of such fixation alone. He shall not, however, get the benefit of Art. 67(a) (ii) either at the time of initial fixation or subsequently.

(6) In the case of persons who are appointed under these rules other than by competitive examination, their fixation of pay shall be regulated under the normal rules relating to such fixation from time to time.

**7. Training and Departmental Examinations.** Persons appointed to the service by competitive examination shall be required to undergo such training from time to time during the course of service and to pass during the period of probation or trial such departmental examination as the Government may prescribe.

  
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Provided that the Government may exempt, either wholly or partly, from such training or departmental examination persons who have passed a departmental examination or undergone training declared by Government to be equivalent to a departmental examination or training prescribed under these rules.

**8. Eligibility of Government Service 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 qualifications 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 or experience, the Government may prescribe higher age limit.


**9. Power to Relax.** Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class, category of persons or posts.

Provided that while exercising discretion, the Government would keep the following principle in view :-

- a) that the discretion is exercised bonafide;
- b) that such an exercise specified subject test;
- c) that it would satisfy any responsible man in place of the authority competent to relax;
- d) that the power should be vested with the Chief Minister only; and
- e) that the Public Service Commission concurs to the relaxation in respect of any posts.

**10. Maintenance of Seniority Lists.** Seniority of the members of the service shall be regulated under the Jammu and Kashmir Civil Service (Classification, Control and Appeal) Rules, 1956. The Administrative Department shall maintain an upto date and final seniority list 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 the rules, regulations and orders applicable to the State Civil Service in general.

  
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**12. Interpretation.** If any question arises relating to the interpretation of these rules, the matter shall be referred to the Administrative Department whose decision 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.

(2) Notwithstanding such repeal, 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 these rules.

By order of the Governor.

Sd/-

Principal Secretary to Government,  
Higher Education Department.

No:- Edu-Coll/RR/GAZ/II/96

Dated :- 16/04/2004.

Copy to the :-

- 1) Prpl. Secy / Secy. to Govt. General Admn. Deptt.
- 2) Commr./Secy. to Govt. Law Department.
- 3) Secretary, J&K Public Service Commission Jammu.
- 4) Director School Education, Jammu/ Kashmir.
- 5) Principal \_\_\_\_\_
- 6) Prvt. Secy. to Hon'ble Education Minister for information of Minister.
- 7) Prvt. Secy. to Hon'ble Minister of State for Education for information of Minister.
- 8) Prvt. Secy. to Prpl. Secy. to Govt. Higher Education Department.
- 9) Manager Jammu and Kashmir, Govt. Press for publication in the next issue of Govt. Gazette.

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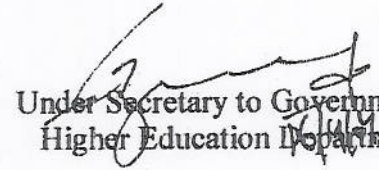


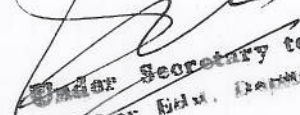
**SCHEDULE - I**  
**(Cadre Strength)**

| S.No | Designation of the Post                      | Scale           | Number of Posts |
|------|--|-----------------|-----------------|
| 1.   | Principal                                    | 16,400 - 22,400 | 33              |
| 2.   | Readers/ Lecturers Selection Grade           | 12,000 - 18,300 | 330             |
| 3.   | Librarian Selection Grade                    | 12,000 - 18,300 | 02              |
| 4.   | Physical Training Instructor Selection Grade | 12,000 - 18,300 | 08              |
| 5.   | Lecturer Senior Scale                        | 10,000 - 15,200 | 225             |
| 6.   | Librarian Senior Scale                       | 10,000 - 15,200 | 01              |
| 7.   | Physical Tr. Instructor (Sr.Scale)           | 10,000 - 15,200 | 08              |
| 8.   | Lecturer                                     | 8000 - 13,500   | 830             |
| 9.   | Librarian                                    | 8000 - 13,500   | 22              |
| 10.  | Physical Tr. Instructor                      | 8000 - 13,500   | 14              |

**Note :-**

- A. The Cadre strength at S.No.2, 5 and 8 is as per the present position. Since the rules envisage time bound promotion with weightage for M.Phil / Ph.D degrees, the number of posts in these categories are likely to change subject to a total number equal to strengths at 2, 5 and 8.
- B. Similarly the posts indicated at S.No.s. 3, 6 and 9 will be interchangeable subject to the condition that the total number remains the same; and
- C. The posts indicated at S.No. 4, 7 and 10 shall be subject the same provision as at "A" and "B".

  
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**SCHEDULE - II**

| Class | Category | Designation                                  | Scale of Pay  | Minimum Qualification for direct recruitment / promotion  | Method of Recruitment  |
|-------|----------|--|---------------|---|--|
| 1     | 2        | 3  | 4             | 5   | 6  |
| I     |          | Principal                                    | 16,400-22,400 | Master's degree in any subject<br>For the post of Principal of College of Education the minimum qualification shall be M.Ed or its equivalent degree. | By Selection from class II category "A" & "B" from amongst persons having at least eight year's experience as such.  |
| II    | A        | Reader                                       | 12,000-18,300 | Ph.D degree in the subject concerned or equivalent published research work ( to be evaluated by an affiliating University of the State ).             | By Selection from Class III category "A" from amongst the persons having at least five years experience in that class. A Selection Grade Lecturer with Ph.D degree can also be considered for a Reader's post. |
|       | B        | Selection Grade Lecturer                     | 12,000-18,300 | Master's Degree in the subject concerned  | By Selection from Class III category "A" from amongst the persons having at least five years experience in that class.   |
|       | C        | Selection Grade Librarian.                   | 12,000-18,300 | M.Lib. Sc.  | By Selection from class III category "B" from amongst the persons having at least five years experience in that class.   |
|       | D        | Selection Grade Physical Training Instructor | 12,000-18,300 | M.P.Ed  | By Selection from class III category "C" from amongst the persons having at least five years experience in that class.   |

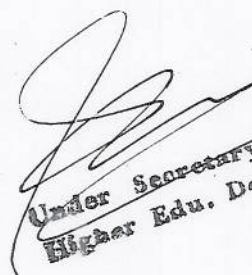
  
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|----|---|--|-----------------|--|--|
|    | A | Senior Scale Lecturer  | 10,000 - 15,200 | Master's Degree in the subject concerned   | By Selection from class IV category "A" from amongst the persons having at least six years' experience in that class.  |
|    | B | Sr. Scale Librarian.   | 10,000 - 15,200 | M.Lib. Sc.   | By Selection from Class IV category "B" from amongst the persons having at least six years' experience in that class.  |
|    | C | Sr. Scale Physical Training Instructor.  | 10,000 - 15,200 | MP.Ed  | By Selection from Class IV category "C" from amongst the persons having at least six years experience in that class.   |
| IV | A | Lecturers<br>i) Arts,<br>Commerce &<br>Science<br><br>ii) Journalism<br>/Mass<br>Communication | 8,000-13,500    | Master's Degree in the subject concerned with at least 55% marks or its equivalent grade of "B" in the seven point scale from an Indian University or an equivalent course / degree from an Indian / Foreign University.<br><br>Or<br>Master's degree in Communication / Journalism from an Indian University or an equivalent degree from an Indian / foreign university with at least 55% marks or an equivalent grade of "B" in the Seven Point Scale with letter grades O,A,B,C,D,E and F.<br><br>Master's degree in Humanities, Social Sciences / Sciences with a 2 <sup>nd</sup> class Bachelors Degree with at least 55% marks or an equivalent grade of "B" in the seven point scale or post graduate diploma in communication / Mass communication / Journalism from a recognized Indian University / National Institute. | i) 60% by direct recruitment.<br>ii) 40% by Selection from amongst lecturers / Higher Secondary Schools Head Masters/ ZEO's / Addl. ZEO's / ZEPD having teaching experience of five years at High Secondary Level in the subject concerned on the basis of open competition. |

  
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iii) Music

Master's degree in Vocal Music / Instrumental Music ( sitar ) with good academic record and at least 55% marks or an equivalent grade of "B" in the seven point scale from an Indian University or an equivalent course / degree from an Indian / Foreign University.

iv) Vocational Subjects and Professional Courses

Master's degree in professional / vocational courses with at least 55% marks or its equivalent grade of "B" in the seven point scale from an Indian University or an equivalent course / degree from an Indian / foreign University

Provided that for professional courses and vocational subjects, Master's degree like M.C.A. ( three year course ), M.B.A., or Masters degrees in more than one disciplines as may be required, shall be determined by Higher Edu. Deptt. from time to time; and that "B" Level Course of DOEACC Society, Govt. of India shall be treated as equivalent to M.C.A. ( three year course ) which shall be the normal post graduate degree required for the post of a lecturer in computer sciences.

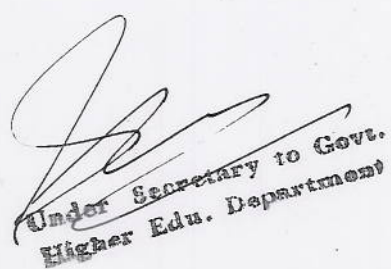
Provided further that the requirement of passing of NET/SLET shall be relaxable in the case of candidates with post graduate degrees in vocational subject Computer Applications & Management for a period of five years.

B

Librarian 8,000-13,5000

Master's degree in Library Science / Information Science / documentation or an equivalent professional degree with at least 55% marks or its equivalent grade of "B" in the seven point scale from an Indian University or an equivalent degree from an Indian / foreign University

- i) 60% by direct recruitment.
- ii) 40% by selection from amongst Sr.Librarians/Librarians /Jr.Librarians /Lib. Asstts / R.R. Asstts of Hr. Edu. Deptt with at least 12 years of service in any or all of the above categories of non-gazetted Library Staff on the basis of open competition.

  
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Physical  
Training  
Instructor

8,000-13,500

Master's degree in Physical education ( two year course ) or Master's degree in sports or an equivalent degree with 55% marks or its equivalent grade of "B" in the seven point scale from an Indian University or an equivalent degree from an Indian / foreign University.

- i) 60% by direct recruitment.
- ii) 40% by selection from amongst Asstt. Physical Training Instructors of colleges with eight years experience as such on the basis of open competition.

Notes :-

1) For the Post of Principal

1) The requirement of eight years experience as Reader / Selection Grade lecturer for promotion to the post of Principal shall be relax able by three years in respect of lecturers who were placed in Selection Grade before 27.07.1998 or had completed eight years of service as Senior Scale Lecturer before their placement in the Selection Grade.


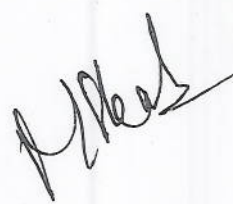
2) For the Post of Reader

A lecturer in the Senior Scale shall be eligible for promotion to the post of Reader ( whenever created ) provided he has five years service as such; has Ph.D degree or equivalent published work; has made some mark in the areas of scholarship as evidenced by self assessment, reports of referees, quality of publications, contribution to educational innovation, design of new courses and curricula and extension activities; has attended two refresher courses / summer institutes of approved duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by U.G.C.; and possesses consistently good performance appraisal reports.

3) For the post of Selection Grade Lecturer/ Librarian/ P.T.I

a) A lecturer in the Senior Scale shall be eligible for placement in the Selection Grade provided he has five years of service as such; possess consistently good performance appraisal reports; and has participated in two refresher courses of at least three to four weeks duration. However, where the requirement of refresher courses has remained incomplete, the placement would not be held up, but these must be completed within two years from the date of placement.

b) For the post of Selection Grade Librarian / PTI's the above provision shall apply mutatis mutandis.

  
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For the post of  
Senior Scale Lecturer/  
Librarian / P.T.I.

A lecturer in the scale of Rs. 8,000 – 13,500 shall be eligible for placement in Senior Scale provided he has completed six years of service as such (persons holding Ph.D and M.Phil degrees shall be eligible for a relaxation in the qualifying service by two and one years respectively); has consistently good performance appraisal reports; has participated in one orientation course and one refresher course of at least 3 – 4 weeks duration or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by U.G.C. (Those with Ph.D degree would be exempted from one refresher course). However, where the requirement of orientation/ refresher course has remained incomplete, the placement would not be held up but these must be completed within two years from the date of promotion.

b) For the post of Senior Scale Librarian / PTI, the above provisions shall apply mutatis mutandis.

5) Promotion to Principal's / Reader's pay scale and placement in Selection Grade / Senior Scale of lecturers, Librarians and P.T.I's shall be subject to selection / clearance by DPC/ PSC, which may be assisted by experts or as may be decided by Public Service Commission.

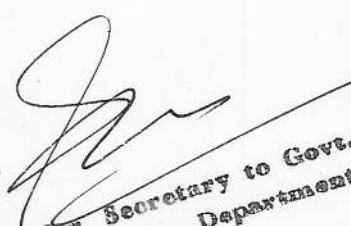
6) i) Persons appointed to the posts of Lecturer / Librarian / P.T.I holding Ph.D and M.Phil, degrees shall be entitled to four and two advance increments, on initial appointment along with the benefit of two and one years of service, respectively, for counting eligibility for purposes of placement in the Senior Scale.

ii) A lecturer with M.Phil shall be sanctioned one advance increment if he acquires Ph. D degree within two years of his recruitment;

iii) A lecturer having Ph. D degree will be eligible for two advance increments when he / she moves into the Selection Grade / Grade of Reader;

iv) The existing College Teachers, Librarians and P.T.I's without research degree and those similarly situated / recruited in future will be eligible for a similar benefit in the length of service qualifying for the purpose of placement / promotion and shall be sanctioned two advance increments as and when they acquire Ph. D degree in their service career.

7) Minimum eligibility requirement for candidates belonging to Schedule Caste / Schedule Tribe categories and for those physically and visually handicapped and also for such Ph.D degree holders as have passed their Master's degree before 19/9/1991 shall be 50% marks at Master's Degree level.

  
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8)

Only such candidates for direct recruitment and In - service Category posts shall be eligible for appointment to the posts of lecturers / librarians /PTI's as have also qualified National Eligibility Test ( NET) or State Level Eligibility Test ( SLET) conducted by the U.G.C. and CSIR / Universities of J&K State with accreditation from U.G.C.

Provided, however, the candidates who have completed M.Phil degree by 31<sup>st</sup> December, 1993 or have submitted Ph.D thesis to any University in the concerned subject on or before 31<sup>st</sup> December, 2002 are exempted from qualifying NET / SLET. In case such candidates fail to obtain Ph. D degree, they shall have to pass NET / SLET; and the clearance of their probationary periods ( if already appointed ) shall be subject to their passing of NET / SLET.

9)

The upper age limit for appointment of in-service candidates to gazetted service in the Higher Education Department shall be 45 years on 1st of January of the year of such appointment.

Sd/-

Principal Secy. to Government,  
Higher Education Department.

Under Secretary to Government,  
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