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**Government of Jammu & Kashmir  
Science and Technology Department  
Civil Secretariat, Srinagar/ Jammu**

**Notification No. 01 -JK(ST) of 2020  
Srinagar, the 27<sup>th</sup> of August, 2020**

In exercise of the powers conferred by the proviso to clause 5 of the Memorandum of Association of Jammu & Kashmir Science Technology & Innovation Council under the aegis of Science & Technology Department and in supersession of Rules of J&K State Council for Science & Technology Technical Staff and Supporting Staff Rules, 2013, except as respects things done or omitted to be done before such supersession, the Chairman of the Governing Body of Jammu & Kashmir Science Technology & Innovation Council with the approval of the Government hereby makes the following Rules, regulating the method of recruitment of Technical and Ministerial Cadre in the Jammu Kashmir Science Technology & Innovation Council, namely:-

1. **Short Title and commencement** :-(i) These rules shall be called as the "Jammu & Kashmir Science Technology & Innovation Council (Technical and Ministerial Cadre Service Recruitment Rules, 2020).  
(ii) These rules shall come into force with immediate effect.
  2. **Scope of the Rules** : - These rules shall govern the recruitment and selection by direct appointment or by promotion or by deputation, as the case may be.
  3. **Definitions**:- In these rules, unless the context otherwise requires:
    - (i) **"Administrative Department"** means the Department of the Government in the Civil Secretariat holding the Administrative control of the services of Jammu & Kashmir Science, Technology & Innovation Council.
    - (ii) **"Chairman"** means Chairman of the Executive Committee (Chief Secretary) of the Jammu & Kashmir Science, Technology & Innovation Council.
    - (iii) **"Chief Executive"** means Chief Executive of the Executive Committee & Jammu & Kashmir Science, Technology & Innovation Council (Administrative Secretary, S&T), as the case may be.
    - (iv) **"Head of the Department"** means the Major Head of the Department holding the Administrative Control of the organization.
    - (v) **"Rules"** means the Service Recruitment Rules, 2020 for (Technical and Ministerial Cadre Service Recruitment Rules, 2020) of Jammu & Kashmir Science Technology & Innovation Council.
    - (vi) **"Cadre"** means the cadre of the service.
    - (vii) **"Post"** means a permanent post carrying a definite time scale sanctioned by the competent authority.
    - (viii) **"Council"** means the Jammu & Kashmir Science Technology & Innovation Council.
    - (ix) **"J&KST&IC"** means Jammu & Kashmir Science Technology & Innovation Council.
    - (x) **"Technical Staff"** means the staff that is expected to use existing scientific and technical knowledge towards solution of technical problems (Technical Cadre).
    - (xi) **"Ministerial Staff"** means that are expected to provide skilled assistance to technical staff.
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- (xii) **"Planning & Finance Cadre"** means the posts manned by the persons by transfer on tenure basis from the Planning, Monitoring & Evaluation (PM&E) & Finance Department (FD) respectively as per the Schedule I (B).
- (xiii) **"Technical Cadre"** means Scientist possessing qualification in any branch of Science & Technology.
- (xiv) **"Member of the service"** means a person appointed to a post in the service under the provisions of these rules.
- (xv) **"Schedule"** means the Schedule(s) annexed to these rules.
- (xvi) Words and expressions used in these rules but not defined shall have the same meaning as are assigned to them in the Jammu & Kashmir Civil Services (Classification, Control and Appeal) Rule, 1956 & is applicable to the employees of Jammu & Kashmir Science, Technology & Innovation Council in pursuance to the decision taken in the meeting of Governing body of the said Council.
4. **Appointing Authorities:** - (i) The Chairman, Executive Committee (Chief Secretary) shall be the Appointing Authority who shall make appointments by direct recruitment or by deputation basis. However, on promotion basis amongst the lower staff of the J&KST&IC (Technical & Supporting Staff), the Chief Executive, Executive Committee (Administrative Secretary, S&T Department) shall be the Appointing Authority.
5. **Recruitment:** - Appointment to a service or class may be made by promotion basis or tenure basis or by direct recruitment. Direct appointment shall be made at the level of Class E & D Class category only & in the ratio and in manner as mentioned in the schedule II (A) to these rules.
6. **Method of Recruitment:** - The Appointing Authority shall accord approval on the basis of recommendations of the Selection/Promotion Committee. The Selection / Promotion Committee shall comprises of the following ;
- |  |                           |
|--|---------------------------|
| (i) Administrative Secretary(S&T Department)               | : <b>Chairman</b>         |
| (ii) Director, IIIM or his Representative                  | : <b>Member</b>           |
| (iii) Representative of Vice-Chancellor, Jammu University  | : <b>Member</b>           |
| (iv) ( of the rank of Professor in any branch of Science ) |                           |
| (v) Representative of Vice-Chancellor, Kashmir University  | : <b>Member</b>           |
| (of the rank of Professor in any branch of Science)        |                           |
| (vi) Representative of General Administration Department   | : <b>Member</b>           |
| (Additional Secretary or Deputy Secretary Rank)            |                           |
| (viii) Representative of Science & Technology Department   | : <b>Member Secretary</b> |
| (Additional Secretary or Deputy Secretary Rank)            |                           |

Note: In case of direct recruitment or by deputation, the above quorum shall  
Comprise of at least one subject expert.

Or

All the posts under direct recruitment shall be filled through recruiting agencies as per the rules/orders of the Government issued for the purpose.

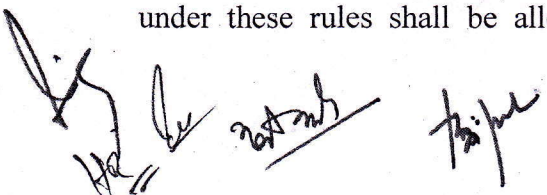
7. The **Selection/Promotion Committee** shall make selection of suitable candidates possessing qualification prescribed in schedule II (A), II (B) & II(C) of these rules for direct appointment or on promotion basis from amongst the lower staff of J&K ST&IC or on deputation basis as per the method of recruitment given in the said schedules and communicate the same to the Appointing Authority for approval. No person shall be eligible for direct appointment or promotion or on to any post or class or category or grade in the service unless he / she possesses deputation the qualifications as laid down in the Schedules and fulfills other

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requirement of recruitment as provided in these rules and orders of the competent authority issued from time to time.

8. The **Selection list** shall remain alive for a period of one year from the date of its communication by the Selection/Promotion Committee or recruiting agencies to the Appointing Authority. The acceptance of the select list shall not be binding upon to the appointing authority if found deficient in any respect in terms of these rules. However, in case the recommendations of the select committee/recruiting agencies are not implemented by the competent authority due to reasons beyond control, fresh process of initiation for conduct of Selection / Promotion Committee shall be undertaken within three months for filling-up the vacancies. The Selection / Promotion Committee, as the case may be, shall be convened as per the Government norms & keeping in view the available vacancies in the J&K ST&IC.
9. The **Selection / Promotion Committee** shall prepare a merit list for promotion against the vacant posts on the basis of period of residency linked to the post, annual performance report of preceding three years, work and conduct/integrity certificate and work clearance respectively. The merit list by direct appointment or by deputation basis shall be prepared as per the check list followed by the Government.
10. **Authority Competent to issue orders:** - Orders regarding direct recruitment or by promotion amongst the lower staff against the vacant posts of J&KST&IC or by transfer on deputation basis, as the case may be, after the select list is approved by the Appointing Authority, shall be issued under the signatures of Chief Executive of J&KST&IC (Administrative Secretary, Science & Technology Department).
11. **Eligibility of Scientists/Academicians for appointment on tenure basis:** - A Scientist or Academician working in the Government/Higher Education Department /School Education Department/R&D Institutions/University shall be appointed, if such need arises on deputation basis subject to the condition he/she possesses the academic qualification and experience for appointment to such post as laid down in schedule II (A) of these rules. The upper age limit of such applicant shall be governed by standard terms and conditions of deputation rules laid down in CSR. The candidates can be appointed on deputation basis in case the in-service departmental candidate is not available for the said post at that point in time for a period of two years extendable to further period of two years but in no way block the progression of permanent member of the service under these rules as per the schedule II (A). Furthermore, the deputationist shall not have any right for permanent absorption in J&KST&IC.
12. **Probation:** - (i) Persons appointed to the service under these rules shall be on probation as per the rules in the Government. Persons appointed to the service under these rules shall be regularized as per the provisions of J&K Civil Service Regulations or general rules issued from time to time.
13. **Maintenance of Seniority Lists:** - Seniority of the members of the Jammu & Kashmir Science Technology & Innovation Council Technical Staff and Ministerial Cadre shall be regulated as per the Jammu & Kashmir Civil Service in general under provisions to Article 309 of the Constitution of India. The Administrative Department shall maintain an up to date and final seniority list of Technical Staff and seniority of Ministerial Cadre shall be maintained by JKST&IC.
14. **Reservations in appointments:** -The reservations on the post shall be as per the Government rules.
15. **Age of Recruitment:** -The age of recruitment to the service under these rules shall be as per the Government rules.
16. **Training and departmental examinations:-** Persons appointed to the services under these rules shall have to undergo trainings & departmental examinations as per the Government rules.
17. **Provision for pursuing higher studies during services:-** Persons appointed to the services under these rules shall be allowed to proceed on study leave on regular/part time basis





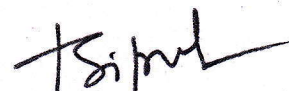
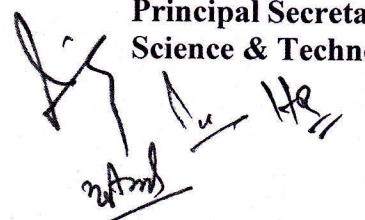


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provided he/she has put in at-least five years of regular service. The regulation of study leave and permission for pursuing higher studies shall be as per the Government rules.

18. **Initial Constitution of Cadre :-** For purpose of initial constitution of the cadre service, existing employees working in the Jammu & Kashmir Science Technology & Innovation Council Cadre who at the commencement of these rules is holding any post in substantive capacity included in the cadre of the service in its sanctioned scale of pay, to which he / she was appointed by the Competent Authority either by direct recruitment or by promotion, shall be deemed to have been appointed to the post or office by the Government or other appropriate authority in the successor Union Territory of Jammu & Kashmir under provision to Article 309 of the constitution of India if he / she is fully qualified to hold the post.
19. **Residuary Service Matters:-** For purpose of residuary service matters not specifically covered by these rules viz. Financial matters like Salary, leave, G.P.F, T.A/D.A, Gratuity, Pension, Insurance, Financial rules like Financial Code, Classification, Conduct & Appeal Rules, Reservations in Appointments, the matters of the J&K Science, Technology & Innovation Council Technical Staff(Gazetted) & Supporting Staff(Non-Gazetted) service shall be governed by the rules / regulations and orders as applicable to the J&K Civil Service in general under provisions to Article 309 of the constitution of India.
20. **Appointment on Compassionate Grounds:** - Notwithstanding anything contained in these rules or any orders for the time being in force regulating the procedure for appointment to a post in J&K ST&IC on compassionate grounds, the legal heir wholly dependent on the deceased employee shall be appointed as per the procedure adopted by the Union Territory Government.
21. **Discipline & Conduct:** - The discipline and conduct of the staff of the Council shall be regulated on the analogy of discipline and conduct of the employees of the Government regulated under the provisions of Jammu & Kashmir Employees Conduct Rules, 1971.
22. **Interpretation:** - If any question arises relating to the interpretation of these rules, the interpretation given by the Governing Body in consultation with the Administrative Department shall be final and binding upon.
23. **Repeal and Savings :**
- (i) All rules corresponding to these rules and in force immediately before the commencement of these rules is hereby repealed.
- (ii) 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 Government of Jammu & Kashmir

  
(Bipul Bathak), IAS  
Principal Secretary to Government  
Science & Technology Department  




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**SCHEDULE – I (A): Technical Cadre**

S.No.	Name of the Post	Pay Level/Pay Matrix Table	Sanctioned Strength
1.	Additional Director	Pay Level-12, (78,800-2,09,200)	02
2.	Joint Director	Pay Level-11, (67,700-2,08,700)	03
3.	Deputy Director	Pay Level-10A, (56,600-1,79,800)	03
4.	Assistant Director/District S&T Coordinator	Pay Level- 8, (47,600-1,51,100)	03
5.	Research Assistant	Pay Level-6G, (42,300-1,34,300)	05
	<b>Total</b>		<b>16</b>

**SCHEDULE – I (B): Planning & Finance Cadre**

S.No.	Name of the Post	Pay Level / Grade as per the Pay Matrix Table	Sanctioned Strength
1.	Accounts Officer	Pay Level-8, (47,600-1,51,100)	01
2.	Accountant	Pay Level- 6B, (35,600-1,12,800)	01
3.	Statistical Assistant	Pay Level -6B, (35,600-1,12,800)	01
	<b>Total</b>		<b>03</b>

**Schedule –I(C): Ministerial Cadre**

S.No.	Name of the Post	Pay Level/ Grade as per the Pay Matrix Table	Sanctioned Strength
1.	Senior Scale Stenographer	Pay Level-7, (44,900-1,42,400)	02
2.	Computer Assistant	Pay level -6G, (42,300-1,34,300)	01
3.	Junior Scale Stenographer	Pay Level-6B, (35,600-1,12,800)	02
4.	Senior Assistant	Pay Level-5, (29,200-92,300)	01
5.	Junior Assistant	Pay Level -4, (25,500-81,100)	04
6.	Driver	Pay Level -4, (25,500-81,100)	03
7.	Orderly	Pay Level-SL1, (14,800-47,100)	06
	<b>Total</b>		<b>19</b>

**Note: Total Sanctioned Strength of Posts (Technical and Ministerial Cadre) =38**

(Bipul Pathak), IAS

Principal Secretary to Government  
Science & Technology Department

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**SCHEDULE – II (A): Technical Staff (Technical Cadre)**

S No	Designation	Pay Level /Matrix Table	Essential Qualification	Desirable /Mandatory Qualification	Method of Recruitment by Direct/Promotion/Deputation Basis.
1	2	3	4	5	6
A	Add'lional Director	Level - 12, (78800-209200)	First Class Master's Degree in any branch of Science /Mathematics/ Statistics /Master's Degree in Engineering from any recognised Institution/ University.	i)Phd in any branch of Science/ Mathematics/ Statistics or Phd in Engineering from any recognised University (desirable). ii) Phd in any branch of Science/ Mathematics/ Statistics or Phd in Engineering from any recognised University is mandatory (on deputation basis)	By deputation from Government Departments/Autonomous Institutions/Universities etc, candidates having at-least the equivalent pay scale, qualification as per Col.5 (ii) with working experience of 15 years in the field of S&T. <b>OR</b> By promotion from Class B category possessing qualification as per Col.4 with three years of service for departmental in-service candidates from Class B. However, for fresh candidates to be appointed under direct recruitment in J&K, ST&IC from the entry levels viz E,& D and rise to the level of Addl. Director shall possess qualification as prescribed in Col.4 with desirable qualification as per Col.5(i) with five years of experience from class B category as such.
B.	Joint Director	Level -11, (67700-208700)	First Class Master's Degree in any branch of Science /Mathematics/ Statistics or Master's Degree in Engineering from any recognised University	i) PhD in any branch of Science/ Mathematics / Statistics or PhD in Engineering from any recognised University(desirable ) ii) PhD in any branch of Science/ Mathematics / Statistics or PhD in Engineering from any recognised University is mandatory(on deputation basis)	By deputation from Government Departments/Autonomous Institutions/Universities etc. candidates at-least in the equivalent pay scale, qualification prescribed in Col.5 (ii) with working experience of 10 years in the field of S&T. <b>OR</b> By promotion from Class C category possessing qualification as per Col. 4 with three years of experience for departmental in-service candidates. However, for fresh candidates appointed in J&K, ST&IC from the entry levels viz E & D rise to the level of Joint Director, shall possess the qualification as prescribed in Col.4 with desirable qualification as per Col.5 (i) with five years of experience from Class C category as such.

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<b>C</b>	Deputy Director	Pay level-10A, (56600-179800)	First Class Master's Degree in any branch of Science /Mathematics/ Statistics or Master's Degree in Engineering from any recognised University	PhD in any branch of Science/ Mathematics / Statistics or M.Tech / PhD in Engineering from any recognised University (desirable) ii) PhD in any Branch of Science/ Mathematics/ Statistics or PhD in Engineering from any recognised University is mandatory(on deputation basis)	By deputation from Government Departments/Autonomous Institutions/Universities etc, candidates having at- least the equivalent pay scale, qualification as per Col.5 (ii) with working experience of 08 years in the field of S&T. However, for fresh candidates appointed in J&K, ST&IC from the entry levels viz E & D rise to the level of Deputy Director shall possess qualification as prescribed in Col.4 with five years of experience from Class D category as such. <b>OR</b> By promotion from Class D category possessing qualification as per Col.4 with three years of experience for in-service departmental candidates.
<b>D</b>	Assistant Director / District S&T Coordinator	Pay level-8, (47600-151100)	First Class Master's Degree in any branch of Science /Mathematics/ Statistics or Masters Degree in Engineering from any recognised Institution/ University with two years of experience in Research and Innovation from any recognised Institution.	First Class Master's Degree in any branch of Science /Mathematics/Statistics or Masters Degree in Engineering from any recognised Institution/University	50% by direct appointment possessing qualification as per Col.4 with two years of experience in Research and Innovation from any recognised Institution and 50% by promotion from Class E category possessing qualification as per Col.5 with 03 years of service.
<b>E</b>	Research Assistant	Pay level-6G, (42300-134300)	First Class Master's Degree in any branch of Science/ Maths/Statistics or Masters Degree in Engineering from a recognised University with one year research and innovation experience from any recognized Institutions.		100% by direct appointment, candidates possessing qualification as per Col.4 with one year experience in Research and Innovation from any Recognized Institutions.

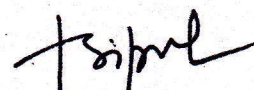
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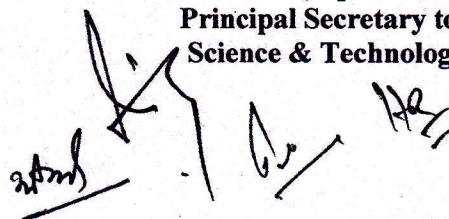
**SCHEDULE -II (B): Planning & Finance Cadre**

Class	Name of the Post	Pay Level / Matrix Table	Qualification	Method of Recruitment
A	Accounts Officer	Pay level-8, Rs.(47600-151100)	-----	By Transfer on deputation basis from the Finance Department
B	Accountant	Pay Level-6B, Rs.(35600-112800)	-----	By Transfer on deputation basis from the Finance Department
C	Statistical Assistant	Pay Level-6B, Rs.(35600-112800)	-----	By Transfer on deputation basis from the Planning Monitoring Evaluation & Development Department



(Bipul Pathak), IAS


Principal Secretary to Government  
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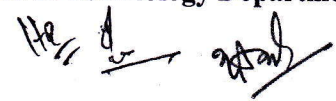




**SCHEDULE-II(C): Ministerial Cadre:**

A	Name of the Post	Pay Level / Matrix Table	Qualification	Method of Recruitment
B	Senior Scale Stenographer	Pay Level-7, Rs.(44900-142400)	-----	By transfer on deputation basis from the GAD or by promotion from Class D having service not less than 5 years in that category.
C	Computer Assistant	Pay Level-6G, Rs.(42300-134300)	-----	By transfer on deputation basis from the GAD
D	Junior Scale Stenographer	Pay Level-6B, Rs.(35600-112800)	i) Graduate from any recognised University and six months certificate course in computer application from recognized institution with minimum speed of 65 and 35 words per minute in shorthand and type writing respectively.	50 % by direct recruitment and 50% by Promotion from Senior Assistant/ Junior Assistant having graduate from any recognised University and six months certificate course in computer application from recognized institution with minimum speed of 65 and 35 words per minute in shorthand and type writing respectively.
E	Senior Assistant	Pay Level-5, Rs.(29200-92300)		By Promotion from Junior Assistant having service not less than 5 years in that category.
F	Junior Assistant	Pay Level-4, Rs.(25500-81100)	Graduate from any recognised University and six months certificate course in computer application from recognized institution with minimum speed of 35 words per minute in type writing.	i)75% by Direct Recruitment having qualification prescribed in column 4. ii)25% by promotion from class H category having at least three years service as such, on the recommendations of DPC who qualify the type test requiring minimum speed of 25 words per minute and in order of seniority in class H.
G	Driver	Pay Level-4, Rs.(25500-81100)	Middle Pass with Driving Licence (Hill)	By Direct Recruitment
H	Orderly	Pay Level-SL1, Rs.(14800-47100)	Minimum Matric and maximum 10+2.	100% by Direct Recruitment

  
(Bipul Pathak), IAS  
Principal Secretary to Government  
Science & Technology Department



No:- ST/Adm/C/38/2015  
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Dated:- 27-08-2020

(i). Additional Secretary to Government, S&T Department.  
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- (ii) Additional Director, JKST&IC.
- (iii) Private Secretary to Principal Secretary to Government, S&T Department for information of the Prpl. Secretary.
- (iv) Stock file/concerned file.



Deputy Secretary to Government  
Science and Technology Department

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27/8/2002