

**- PROPOSAL FOR REDESIGNATION/ CHANGE IN NOMENCLATURE OF FOLLOWING
CATAGORIES OF POSTS**

S.NO	NAME OF THE POST (EXISTING)	TO BE REDESIGNATED AS	EXISTING POSITION	PROPOSED POSITIONS	JUSTIFICATION
1.	Sr. Accountant	Assistant Accounts Officer	Schedule I (A) Sr. No. 02	Schedule I (A) S.No. 05	Nomenclature to be changed in view of present nomenclature of the post in Finance Department.
2.	Sr. Assistant/ Clerk-cum-typist/ Clerk -cum – Accountant/ Cashier/ Store Keeper/ Accounts Clerk/ Typist.	Senior Assistant	Schedule I (A) Sr. No. 08	Schedule I (A) S.No. 10	All the categories are being proposed to be brought under one designation i.e Senior Assistant to lay the records straight and to maintain a single common seniority list of the incumbents.
3.	Accounts Clerk	Accounts Assistant	Schedule I (A) Sr. No. 09	Schedule I (A) S.No. 11	Same as for 01 above
4.	Junior Assistant/ Typist/ Ticket issuing clerk	Junior Assistant	Schedule I (A) Sr. No. 10	Schedule I (A) S.No. 15	The nomenclature typist be abolished as by new all Jr. Assistant recruits have compulsory knowledge of Typing and Computer.
5.	Barman/ Khansaman/ cooks.	Junior Khansaman	Schedule I (A) Sr. No. 11/12/13	Schedule I (A) S.No. 16	In view of creation of posts of Sr. Khansaman (in upper grade) for Ladakh establishment the change in nomenclature is inevitable. Besides due to changed job profile, the Barman & cooks need to be called as Khansamaan only.

6.	Gardeners / Golf Malies/ Green Keepers/ Golf Mazdoors.	Gardener	Schedule I (A) Sr. No. 20	Schedule I (A) S.No. 23	The Golf related infrastructure is now looked after by separate societies, hence Department has no such role. Therefore the nomenclature change is proposed as all of these perform same work.
7.	Orderly / Attendant/ Waiter.	Orderly	Schedule – I (A) S.No. 17	Schedule I (A) S.No. 21	Re-designating the posts of Waiter and Attendant as orderly for laying the records smooth.
8.	Chowkidar/ Farash	Chowkidar	Schedule- I (A) S.No. 18	Schedule I (A) S.No. 20	The category may be designated under nomenclature of “Chowkidar” in the interest of working of the Departmental Assets as the functioning of “Farash” have come to stand still with transfer of commercial establishments (Huts/ Bunglows) to JKTDC.
9.	Safaiwalas	Sweepers.	Schedule- I (A) S.No. 23	Schedule I (A) S.No. 26	The nomenclature of post be recasted as Sweepers as is in vogue with other Public Sector Departments.

S.NO	NAME OF THE POST (EXISTING)	TO BE REDESIGNATED AS	EXISTING POSITION	PROPOSED POSITION	JUSTIFICATION
1.	Sectional Officers	JE (Civil)	Schedule I (B) Sr. No. 02	Schedule I (B) S.No. 03	These posts are borne in Engineering wing (M & W) of the Department, hence to be renamed as such.
2.	Sectional Officer (Elec)	JE (Electrical)	Schedule I (B) Sr. No. 04	Schedule I (B) S.No. 04	-do-
3.	Officer I/C Yacht club	Water sports officer	Schedule I (B) Sr. No. 05	Schedule I (B) S.No. 05	Since the yachting sport has now become obsolete and general water games are pricking up in the field of Adventure Tourism , the post needs to be renamed as such.
4.	Senior Yacht man	Sr. Water Sports Assistant	Schedule I (B) Sr. No. 06	Schedule I (B) S.No. 17	-do-
5.	Sr. Receptionists / Lady Receptionists.	Senior Tourist information Executives	Schedule I (B) Sr. No. 08	Schedule I (B) S.No. 08	Receptionist/ Sr. Receptionist/ Lady Receptionist where used in Tourism Department when hotels, restaurants, cafeterias were looked after by the Department itself. However, now these establishment are being run by JKTDC, hence the job profile of receptionists has changed from receiving guests to providing information to the tourists; hence the name.

6.	Jr. Yacht man	Jr. Water sports Assistant.	Schedule I (B) Sr. No. 11	Schedule I (B) S.No. 13	As for 03 and 04 above.
7.	Receptionists	Jr. Tourist information Executive	Schedule I (B) Sr. No. 012	Schedule I (B) S.No. 14	As for 05 above.
8.	Rent Collector (I)	Sr. Estates Assistant	Schedule I (B) Sr. No. 13	Schedule I (B) S.No. 15	The post has become redundant/ irrelevant and is lien free, also the department needs to have an assistant to Estates Officer.
9.	Plumber- I/ Pump Operator	Sr. Plumber	Schedule I (B) Sr. No. 15/16	Schedule I (B) S.No. 17	The posts are in similar grade and pay, besides there are posts created as Head Plumber and some Assistants to Jr.. Plumber are also proposed in order to create a separate line.
10.	Inspectors	Legal Assistants	Schedule I (B) Sr. No. 19	Schedule I (B) S.No. 22	The post is redundant and Department is in need of legal assistants.
11.	Assistant Estates Officer	Junior Assistant	Schedule I (B) Sr. No. 21	Schedule I (A) S.No. 15	The post carries similar grade and pay as Jr. Asstt. And there is separate line of Estates Officer in the Deptt. Also the Deptt. is in need of ministerial staff.
12.	Rent Collector (II)	Jr. Estates Assistant	Schedule I (B) Sr. No. 22	Schedule I (B) S.No. 26	The post is redundant and deptt. has shortage of ministerial staff.
13.	Plumbers (II)	Jr. Plumber	Schedule I (B) Sr. No. 02	Schedule I (B) S.No. 25	In order to create a line of plumbers, it is necessary to rename it as such.

**PROPOSAL OF CREATION OF FOLLOWING CATAGORIES OF POSTS BY REDESIGNATING
SOME EXISTING POSTS.**

S.NO	Name of the Category to be created	To be Re designated from Category (Existing)	No. of posts Existing	No. of posts to be re designated	Justification
1.	Chief Ski Patroller	ATO's	19	01	To create a separate wing with Supervisor (CSP) for winter sports.
2.	Senior Ski Patroller	Sr. Receptionist	12	02	In order to promote Snow Skiing and also to provide promotional prospects to the staff.
3.	Assistant to Ski Lift Operator	Gardens/ Golf Malies etc. (Schedule – I A S.No. 20)	103	05	The Department wants to create desirable lines for different wings in Execution in order to have efficient delivery.
4.	Assistant to Plumber	Gardener / Golf Maker etc. (Schedule – I A S.No. 20)	103	05	-do-
5.	Assistant to Carpenter	Gardener/ Golf Mazdoor (Schedule- IA S.No. 20)	103	05	-do-
6.	Assistant to Driver	Watcher cum Mali (Schedule- IA S.No. 21)	66	05	-do-
7.	Assistant to Electrician	Chowkidars/ farash (Schedule- IA S.No. 18)	123	05	-do-
8.	Raft Guides	Chowkidars/ Farashs (Schedule- IA S.No. 18)	123	10	The services of these guides are utilized in water sports.
9.	Garden Supervisor	EPABX Operator	01	01	The services of EPABX Operator have become outdated in view of Growing Cellular Communication System and Deptt. needs to have a Supervisor for Gardener Staff.

(SCHEDULE I-A) NOW TO BE KNOWN AS SCHEDULE-I (MINISTERIAL)

S.No	Designation	Pay Band/ Scale	G.P	No. of posts	Remarks/ Justification
1.	Section Officer	9300- 34800	4600	02	Existing
2.	Assistant Accounts Officer	-do-	-do-	04	Instead of Sr. Accountant in view of present nomenclature of the post in Finance.
3.	Personal Assistant	-do-	-do-	01	Existing
4.	Head Assistant	9300 – 34800	4200	08+20+01+01 =30	20 posts of HA's created in Tourism Development Authorities are to added (creation orders annexed). 01 post of HA created in Ladakh Establishment is also to be added. 01 post of Asstt. Estates Officer (Schedule I-B, S.No. 09) is proposed to be redesignated and clubbed in this category.
5.	Statistical Officer	-do-	4600	01	Post created vide G.O. Order No. 105 PD of 2008 Dated: - 07/10/2008 However it is yet to be added and reflected in Recruitment rules.
6.	Steno (Jr. Scale Stenographer)	9300 – 34800	4200	01 + 19 =20	19 posts of Jr. Scale Stenographers created in Tourism Development Authorities be added. (the creation orders annexed)
7.	Statistical Assistant (instead of Sr. Statistical Assistant	9300- 34800	4200	03 -02 + 20 = 21	In view of abolishing of 2 posts of Sr. Statistical

	in view of present nomenclature of the post in P&D Department)				Assistants by the Government (in Planning and Development Department) and subsequent deputation of Statistical Officer, the strength in this cadre may be reduced to 1 (3-2). 20 posts of Statistical Assistants created in Tourism Dev. Authorities vide G. Orders annexed are to be added/ incorporated.
8.	Sr. Khansaman	5200 – 20200	2400	03+04 =07	04 posts created in Ladakh Establishment are to be added. 03 posts proposed under G.O.No. 254 TSM of 2008 dated: 15./07/2008 in pursuance of High Court orders are to upgraded from 03 posts of Khansamaans.
9.	Junior. Statistical Assistant	5200 - 20200	2400	02	Existing/ No change
10.	Senior Assistant	-do-	2400	38+23+04 = 65	21 posts of S.A of TDA's & 04 posts created in LE are to be added. (creation orders annexed.
11.	Accounts Assistant. (instead of Accounts Clerk)	5200- 20 200	2400	08+ 01 + 20 = 29	One post created in Ladakh Estt. and 20 posts of Accounts Assistants created in Tourism Dev. Authorities vide G.Orders annexed are to be added.
12.	Legal Assistant	5200 – 20 200	2400	02	Two posts of Inspectors (Schedule- I-B, S.No. 19) are proposed to be redesignated as Legal Assistants.
13.	Senior Estates Assistant	5200 – 20 200	2400	01	01 post of Rent Collector- I (

					Schedule IB, S.No. 13) is proposed to be redesignated as Senior Est. Assistant.
14.	Junior Estates Assistant	5200 – 20 200	1900	01	01 post of Rent Collector- II (Schedule IB, S.No. 22) is proposed to be redesignated as such.
15.	Junior Assistant	5200 – 20200	1900	28+49+07+01 = 84	48 posts of Junior Assistants of Tourism Development Authorities and 07 posts of Ladakh Establishment are to be added to the existing posts for maintaining their common seniority making it transferable among development Authorities / Directorates and vice versa ans safe guarding their promotional avenues. One post of Assistant Estates Officer (Schedule IB S. No. 21) and clubbed with this category i.e Jr. Asstt.
16.	Jr. Khansaman (Instead of 03 categories together i.e Khansamaan / Barman and Cook.	5200- 20200	1900	16 + 06 +01 + 01 - 03 = 21	As proposed in proposal for redesignations, three catagories viz Barman, Khansaman & Cook are to be clubbed. 06 posts created in Ladakh Establishment are to be added. 03 posts of Khansamaan are proposed under G.O.No. 254 TSM of 2008 dated: 15/7/2008 to be upgraded to the Grade in vogue in Hospitality and Protocol Deptt for petitioners in pursuance to Hon'ble High Court Orders.

					01 post of Barman & 01 post of cook are also to be added.
17.	Garden Jamadar	4440 – 7440	1600	04	-do-
18.	Gastener Assistant	4440 – 7440	1400	01	Existing
19.	Office Jamadar	4440 – 7440	1400	01	-do-
20.	Chowkidars	-do-	1300	$123 + 17 - 15 = 125$	17 posts of orderlies created in Ladakh Establishment are to be added. However, 15 posts proposed to be redesignated as Assistants to Electrician (05) and raft Guides (10) are to be subtracted from over all number, hence $123 + 17 - 15 = 125$
21.	Orderly (instead of orderly, attendant, waiter).	4440 – 7440	1300	$50 + 11 = 61$	11 posts of orderlies created in LE are to be added.
22.	Bearers	4440 – 7440	1300	$27 + 13 = 40$	13 posts of Ladakh establishment are to be added.
23.	Gardener (instead of all different names)	4440 – 7440	1300	$103 - 15 = 88$	As proposed in re designation, all catagories be clubbed and called as Gardener only. 15 posts are proposed to be redesignated as Assistants to plumber, carpenter & Ski-left Operator.
24.	Watcher cum Mali	4440 – 7440	1300	$66 - 5 = 61$	Due to redeseination of 05 posts as Assistant to Driver, the no. of posts remain 61.
25.	Process Servers	4440 – 7440	1300	03	Existing
26.	Sweepers (instead of Safaiwalas in view of nomenclature of the post in other public sector Deptts.)	4440 – 7440	1300	$71 + 11 = 82$	11 posts created in LE are to be added.

(SCHEDULE I-B) NOW TO BE KNOWN AS SCHEDULE – II (EXECUTIVE)

S.No	Designation	Pay Band/ Scale	G.P	No. of posts	Remarks/ Justification
1)	Assistant Tourist Officer	9300 – 34800	4600	14+01+05 – 01 = 19	05 posts created in Ladakh establishment in Tourism Sector are to be added. One post of Sr. Receptionist has been upgraded as ATO vide Govt. Order No. 1421-GAD of 1998 dated: 29/10/1998 by GAD, the post is yet to be added to the Rec. rules. However 01 post of ATO is proposed to be redesignated as Chief Sky Patroller; Hence 14+01+05 – 01 = 19.
2)	Chief Sky Patroller	-Do-	4600	01	As proposed in proposal for redesignations one post of ATO be redesignated as CSP.
3)	JE (Civil) (instead of Sectional Officers)	-do-	4200	09 + 45 = 54	As proposed in proposal for redesignations the posts of sectional officers are to be redesignated as JE (Civil) and 45 posts

					of JE's created in tourism Development Authorities (vide Govt orders enclosed) be added to the cadre strength.
4)	JE (Electrical) instead of Sectional Officer (Elec.).	-do-	4200	02	As proposed, the name sectional Officer (Electric) be substituted by JE (Electrical)
5)	Water sports officer (Instead of I/C Officer Yatchclub)	9300 – 34800	4200	01	As proposed in proposal for redesignation, the name be changed as such in view of water sports coming up is Adventure Tourism.
6)	Head Draftsman	-do-	4200	01	Existing
7)	Sr. Water sports Assistant (Instead of Sr. Yatchman)	9300 – 34800	4200	02	Instead of Sr. Yatchmen; being feeding cadre for the post of water sports officer, the name be changes as such.
8)	Senior Tourist information Executives (Instead of Sr. Receptionist and Lady Receptionist as proposed in redesignation).	9300 – 34800	4200	12+8+4 +01 -2 = 23	04 posts of Sr. Receptionist & 01 post of Lady receptionist created in Ladakh establishment needs to be added. Also 08 posts of Lady receptionists be also

					added to this category. As they have already been redesignated as such. Two posts are being proposed for redesignation as Sr. Ski Patrollers.
9)	Head Plumber	9300 – 34800	4200	02	Two posts of plumbers redesignated as Head Plumbers vide G.O.no. 203 TSM of 1993 dt. 9/12/93 and upgraded vide G.O.No. 160 TSM of 1993 dt. 27/09/1993 are to be added and reflected in Recruitment rules.
10)	Senior. Sky Patroller	9300- 34800	4200	02	As mentioned against 08 (Sr. Tourist Information Executives) above.
11)	Asstt. Estates Officer (proposed to be deleted).	9300 – 34800	4200	01	As proposed in redesignation, this post is to be deleted from this Schedule and is proposed to be added to the strength of Head Asstt. in Schedule – IA. (now Schedule-I)
12)	Draftsman	5200 – 20200	2400	02 +20	20 posts of draftsmen created in Tourism Dev.

					Authorities vide G.Order annexed are to be added.
13)	Jr. Water Sports Assistant (instead of Jr. Yatchman)	5200 – 20200	2400	02	Instead of Jr. Yatchman, as proposed in redesignation the nomenclature be changed.
14)	Jr. Tourist Information Executives. (instead of Receptionist)	5200 – 20200	2400	18 + 03 + 15= 36	Three posts created in Ladakh establishment are to be added. 15 Supernumerary posts of Receptionists created vide G.O. No. Rev/ MR/ 147 of 2009 dt. 28/10/2009 under Hon'ble PM's package for Rehabilitation of Kashmiri migrants to Kashmir valley are to be added. The change in nomenclature is proposed in view of changed Job Profile.
15)	Sr. Estates Assistant (instead of Rent Collector-I)	5200 – 20200	2400	01	The post of Rent Collector-I (Schedule I-B S.No. 13) is irrelevant, therefore proposed to be redesignated as Sr. Estates Assistant and added to Schedule I-A (Now Schedule I) at app. Place.
16)	Electrician	5200 – 20200	2400	05	As existing

17)	Sr. Plumber (instead of Plumber- I and pump-operator)	5200 – 20200	2400	03 – 02 + 02=03	The two categories i.e plumber and pump operator, being in similar grade and pay besides having similar job are proposed to be clubbed and renamed as Sr. Plumber in order to create a wing of plumbers. The two posts of plumbers have been redesignated as Head Plumber vide G.O. No. 203 TSM of 1993 dt. 09/12/1993, hence two posts are to be subtracted.
18)	Junior Ski Patroller	5200 – 20 200	2400	03	03 posts of Ski Petrollers created vide G.O.No. 476 of 2012 dated: 05/01/2012 are to be incorporated.
19)	Khilafwarzi Inspector	4000 - 6000	2400	20	20 posts of Khilafwarzi Inspectors created in Tourism Development Authorities vide Govt Orders annexed are to be added/ incorporated in the Recruitment Rules.
20)	Driver	5200 – 20 200	2400	08+04+40+03 = 55	04 posts of Drivers created vide G.O.No. 1220 GAD of 1989

					dt. 11/09/1989 are to be incorporated. 40 posts of Drivers created in Tourism Dev. Authorities are to be added/ incorporated. 03 posts of Drivers created in Ladakh establishment are also to be also added.
21)	Carpenters	5200 -20 200	2400	02	As existing
22)	Legal Assistants (instead of Inspectors)	5200 – 20 200	2400	02	As proposed, the two posts of Inspectors, now redundant/ irrelevant for Tourism Deptt, be redesignated as Legal Assistants and added to Schedule- I (A) now schedule I at appropriate position I,e below senior Assistant.
23)	Ski lift Operators	-do-	2400	03	As existing.
24)	Assistant Estates Officer (proposed to be deleted from here)	5200 – 20 200	2400	01	The post be deleted from this Schedule & added to the Schedule I (A) at Jr. Asstt. as proposed in redesignation.
25)	Jr. Plumber (Instead of Plumber- II)	5200 – 20 200	1900	07	Instead of plumber as proposed in redesignations.

26)	Jr. Estates Assistant (instead of Rent Collector- II)	5200 – 20 200	1900	01	The post of Rent Collector-II is irrelevant and therefore proposed to be redesignated as Jr. Estates Asstt. and added to Schedule IA (now I) at app. Place.
27)	Tracer	5200 – 20200	1900	01	Post created vide G.O.No. 56 TSM OF 1997 Dated: 30/4/1997.
28)	Garden Supervisor (instead of EPABX Operator)	5200 – 20 200	1900	01	As proposed in redesignations, the post has become outdated and hence be redesignated. As garden supervisor which is needed and relevant.
29)	Works Supervisor (Skilled)	5200 – 20 200	2400	06	Created vide G.O No. 33 TSM of 1991 Dated: 13/3/1991 However yet to be added to the Rec. rules.
30)	Works Supervisor (Semi skilled)	4440- 7440	1300	03	-Same as above-
31)	Store Khalsasi	4440 – 7440	1300	03	G.O No. 75 TSM/ 1997 DATED: 03/7/1997
32)	Assistant Sky lift Operator	4440 – 7440	1300	05	As proposed in redesignation, 05 posts among Gardeners be redesignated as

					Asstt. SLO's.
33)	Assistant Plumber	4440 – 7440	1300	05	-Same-
34)	Assistant Carpenter	4440 – 7440	1300	05	-Same-
35)	Assistant Electrician	4440 – 7440	1300	05	As proposed in redesignations, 05 posts among watcher cum Mali be redesignated as Assistant Electrician.
36)	Assistant to Driver	4440 – 7440	1300	05	The 05 posts among Chowkidars have been proposed to be redesignated as such.
37)	Raft Guides	4440 – 7440	1300	10	10 posts among Chowkidars/ Farashes (S.No. 18, Schedule IA) are proposed to be redesignated as Raft Guides).
38)	Water Carrier	4440 – 7440	1300	02	Posts created for Jammu Division vide G.O. No. _____ Dated: _____ However yet to be added.

PROPOSED AMENDMENTS IN SCHEDULE II (A) NOW TO BE CALLED AS

SCHEDULE III.

Classes	Category	Designation	Pay Band	Grade pay	Minimum Qualification for Direct recruitment		Method of Recruitment		Justification
					Existing	Proposed	Existing	proposed	
I	A	Section Officer	9300-34800	4600	-	-	By promotion from Class III, category A&C with atleast five years service	By promotion from Graduate Head Assistants. Class III Category A with atleast 03 yrs service in the said class.	The section officers need to be enough qualified to look after the Section effectively.
II	A	Personal Assistant (Sr. Steno)	9300-34800	4600	-	-	By promotion from Class III, category B with five years service as such.	--	As existing/no change is proposed.
II	B	Assistant Accounts officer (instead of Sr. Accountant)	9300-34800	4600	-	-	By deputation from J&K (Accounts) Subordinate service.	---	As existing/ no change is proposed except nomenclature of the post.
II	C	Statistical Officer	9300-34800	4600	-	-	-	By deputation Planning & Dev. Department.	The post of Statistical officer has been created vide G.O.No. 105 PD of 2008 dated: 07.10.2008 and is to be incorporated in Recruitment rules.
III	A	Head Assistant	9300-34800	4200	-	-	By promotion from Class IV category from amongst the	By promotion from Class IV Category A (Sr. Asstt) with 03 yrs service in	The experience reduced from 05-03 is required to being motivation

							persons having at least 05 yrs service in that category and passed Secretariat Asstts. Examination.	that category on Merit-cum-seniority having passed Secretariat Asstts Training. Examination in any capacity of the service. However SRO 159 of 2009 will be applicable.	in the incumbents as the same is in vogue in other departments.
III	B	Stenographer	9300-34800	4200	Graduation or its equivalent qualification from any recognized University	i) Graduation from any recognized University having minimum speed of 65 and 35 words per minutes in shorthand and type writing respectively. ii) Six months certificate course in Computer Application from a recognized institute.	By direct recruitment on the basis of competitive test in shorthand and type writing with minimum speed of 65 and 40 words per minutes respectively.	100% by Direct recruitment	The required qualification changed in view of raised educational standards and as per rules in vogue for other Departments.
III	C	Assistant Estates officer (proposed to be clubbed with Head Assistant)	9300-34800	4200	---	---	By promotion from Class IV category 'A' on the basis of merit cum seniority having knowledge of	---	The category under this class ;be deleted in view of proposed clubbing of this category to Head Asstts.

								maintenance of stocks experience as storekeeper for three yrs.		
III	D	Statistical Assistant	9300-34800	4200	---	---		By deputation from J&K Statistical Subordinate services.	---	As existing/ no change proposed.
IV	A	Senior Assistant (instead of all Sub-Categories in this Category)	5200-20200	2400	---	---		By promotion from Class V Category A on the basis of merit cum seniority with 3 yrs sevice as such. In case of typists such officials shall be eligible who have 40 words speed per minutes in type writing.	100% by promotion from Class V category A having atleast 03 yrs service in that category	The nomenclature of all sub-categories in this category is proposed to be only "Sr. Asstt". Further the change in required qualification is in view of rules in vogue for other Departments.
IV	B	Accounts Assistant (Instead of Accounts Clerk)	5200-20200	2400	---	---		By deputation from J&K Accounts subordinate service.	---	As existing/ no change proposed except Change in nomenclature.
IV	C	Jr. Statistical Assistant	5200-20200	2400	---	---		By deputation from J&K Statistical Subordinate services.	---	As existing/ no change proposed
IV	D	Senior Estates Assistant	5200-20200	2400	-	-	-	-	100% promotion among class V	The proposed post of Sr. Estates

								Category C with 05 years service.	Asstt. is to be reflected in Rec. Rules since it is a single post, hence kept on 100% promotion.
IV	E	Senior Khansamaan	5200 – 20200	2400	-	-	-	100% by promotion among class V Category B with 05 Years experience on the basis of merit cum seniority.	Since a line of Khansamaans has now been established, hence it is to be kept on 100% promotion. These posts have been created for Ladakh establishment and some posts of Khansamaans are to be upgraded.
V	A	Jr. Asst	5200-20200	1900	Matriculation with knowledge of typewriting at a speed of 25 words per minutes.	i) Graduation from any recognized university with knowledge of type writing having not less than 35 words speed per minutes. ii) Six months certificate course in computer application from a recognized institute.	I. 75% by direct recruitment. II. 25% by promotion from Class VI, categories A, B and C and class VI categories A and B on the basis of merit cum seniority. Specifically having knowledge of type writing at a speed of 25 words per minute in respect of Jr. Asstts. And atypist only.	50% by Direct recruitment, 50% by promotion from Class_IV categories A, B & C with 06 yrs experience as such. However, the candidates shall have to qualify type test at a minimum speed of 25 words per minutes.	The change in promotion quota is proposed in view of stagnations in the Department. The qualification are proposed in view of rules in vogue for other Departments.
V	B	Junior Khansaman (instead of	5200-20200	1900	---	10+2 with certificate of cooking from	By promotion from Class VII, category B (I) on the basis	50% by Direct recruitment, 50% by promotion from	Now, the professional colleges and

		Khansaman /Cooks)				any recognized institute.	of merit cum seniority	Class-VIII Category B (I) bearers with 05 yrs experience in that category.	technical institutes like IHM/FCI etc offer courses in cooking. The candidates opting for such courses should have job opportunities. Besides the feeding class (Class VIII Category B) doesnot have any specified qualification in Recruitment rules.
V	C	Jr. Estates Assistant	5200-20200	1900	-	Graduation in any discipline with Knowledge of Computers (MS-Office)	-	100% by direct recruitment	The basic qualification for the post needs to be such as the incumbent must be enough qualified to keep records of assets properly.
V	D	Tracer	5200-20200	1900	-	10+ 2	-	100% by Direct Recruitment	It is only one post, hence is to be kept of Direct Recruitment.
V	E	Garden Supervisor	5200-20200	1900	-	-	-	By promotion form ClassVII Cat. B(III) (Gardener) on the basis of merit cum seniority.	Since it is a single post, hence 100% by promotion to encourage existing staff.
Classes	Category	Designation	Pay Band	Grade pay	Minimum Qualification for		Method of Recruitment		Justification
					Existing	Proposed	Existing	Proposed	
VI	A	Gastetner Assistant	4440 - 7440	1400	---	---	By promotion from Class VII, category A on the	100% by promotion from Class VII category A	The basic qualification needs to be

							basis of merit cum seniority amongst the persons who are middle pass having knowledge of operation duplicate machine and photocopier.	(Orderly/attendants) amongst the persons who are atleast matriculate on the basis of merit cum seniority	enhanced in view o raised educational standards and requirements of the time.
VI	B	Office Jamadar	4440 - 7440	1400	---	---	By promotion from Class VII, category A on the basis of merit cum seniority	100% by promotion from Class VII category A and Category B amongst the persons having passed atleast matriculation on the basis of merit cum seniority.	The incumbents under this category having their functioning with HOD must possess academic as well as experience qualification to cater the working requirements in the office.
VI	C	Garden Jamadar	4440 - 7440		---	---	By promotion from Class VII, category B III on the basis of merit cum seniority	100% by promotion from matriculate Gardeners class-VII category B- III on the basis of merit cum seniority	The basic qualification needs to be enhanced in view o raised educational standards and requirements of the time.
VII	A	Orderly (all categories be called only orderly)	4440 - 7440	1300	---	Minimum matriculation and maximum 10+2	By selection from the budgeted/seasonal staff having Middle pass qualification	50% Direct and 50% by selection/adjustment among matriculate budgeted/seasonal/c asal/need based workers on the basis of their performance and suitability.	In order to make the working of offices more vibrant and efficient, the academic qualification with experience are proposed.

									Besides, in order to augment direct recruitment drive for unemployed youth, the change in quota is proposed.
VII	B(I)	Bearer/ Hindu cook (Hindu cook be redesigned as bearer)	4440 – 7440	1300	---	Minimum matriculation and max 10+2	By selection from the budgeted/seasonal staff knowledge of cooking and serving meals.	50% by Direct Recruitment and 50% by selection/adjustment among matriculate budgeted/seasonal/casual/need based workers on the basis of their performance and suitability.	In order to make the working of offices more vibrant and efficient, the academic qualification with experience are proposed. Besides, in order to augment direct recruitment drive for unemployed youth, the change in quota is proposed.
VII	B(II)	Chowkidar/farashes			---	Minimum Matriculate and max. 10+2	---do---	50% by Direct Recruitment and 50% by selection/adjustment among matriculate budgeted/seasonal/casual/need based workers on the basis of their performance and suitability.	In order to make the working of offices more vibrant and efficient, the academic qualification with experience are proposed. Besides, in order to augment direct recruitment drive for unemployed youth, the change
	B(III)	Gardener	4440 – 7440	1300	---	---do---	---do---		

									in quota is proposed.
VII	B (IV)	Watcher-cum-Mali/ process survors	4440-7440	1300	-	Minimum Matriculation Maximum 10+2		As at Gardener	As for Chowkidar/ Gardener etc.
VII	B (V)	Water Carrier	4440-7440	1300	-	Min. Matric Max. 10+2	-	100% by Direct Recruitment	There are only 02 posts of water carrier, hence Direct Recruitment.
VII	C	Sweepers (instead of Safaiwallas)	4440 – 7440	1300	---	Minimum Matriculate and max. 10+2	By selection from the professional safaiwalas out of the Budgeted/seasonal staff of the Department.	50% by Direct Recruitment and 50% by selection from professional part-time safaiwalas and need based safaiwallas, who should be atleast Middle pass.	In order to make the working of offices more vibrant and efficient, the academic qualification with experience are proposed. Besides, in order to augment direct recruitment, drive for unemployed youth, the change in quota is proposed.

PROPOSED AMENDMENTS IN SCHEDULE II (B); NOW TO BE CALLED AS

SCHEDULE IV.

Class	Category	Designation	Pay Band	Grade pay	Minimum Qualification		Method of Recruitment		Justification
					Existing	Proposed	Existing	proposed	
I	A	Water Sports Officer (instead of officer I/C yatchclub)	9300 – 34800	4600			See the rule	100% by promotion from class IV- Category-A (Sr. Yatchman proposed as Sr. Water Sports Assistant) amongst the incumbents with three years service in that category having passed 10+2 and having certificate in water sports games from a recognized institute.	The adventure Tourism is fast advancing and attracting national and international tourists particularly in respect of water sports, hence change in nomenclature and qualification is proposed.
II	A	Junior Engineer (Civil)	9300 – 34800	4600			See the rule	-	As existing/ no change proposed.
II	B	Junior Engineer (Electrical)	-do-	-do-			See the rule	100% by promotion from class-v category B (Electrician) from amongst the persons with valid degree/ diploma in Electrical engineering with 05 years service in that category, however in case of non- availability of in-service incumbents, the	The propositions towards continuation of recruitment method have been suggested to accommodate

								posts be filled up by deputation from PDD immediately.	and encourage the work force in the feeding category of Electricians who have gained sufficient experience in the line.
II	C	Head Draftsman	-do-	4600	-	-	See rule	-	As existing/ no change.
III	A	Draftsman	9300-34800	4200	-	-	See rule	-	-do-
IV	A	Senior water sports Assistant. (instead of Sr. Yatchman)	-do-	4200	-	-	See rule	100% by promotion from class v category A, Jr. Yatchman (now Jr. Water Sports Asstt.) with 03 years service and having certificate as water sports from a recognized institute.	As for water sports officer at S.No. 01 above
V	A	Jr. Water Sports Assistant instead of Jr. Yatchman	5200 – 20200	2400	See rule	10+2 with certificate of Water Sports from a recognized Institute.	See rule	50% DR 50% by proposed category of Raft Guides with 05 years experience on the basis of merit cum seniority.	The basic qualifications needs to be enhanced in view of raised educational standards and requirements of time. The 50% share for promotion is to encourage existing staff.

Proposed amendments in Schedule II; now to be written as schedule V

Class	Category	Designation	Pay Band	Grade Pay	Minimum Qualification for Direct Recruitment		Method of Recruitment		Justification
					Existing	Proposed	Existing	Proposed	
I	A	Assistant Tourist Officer	9300-34800	4600	Graduation from a recognized University having adequate knowledge of history, geography of the State with knowledge of one foreign language or have gone training in any line of Tourism/ Travel from a recognized institute.	Degree in Tourism, travel or Hospitality or MBA in Tourism from any recognized institute. However, the knowledge of History, Geography and Fauna/Flora of the State will form part of Selection process.	i) 50% by Direct Recruitment ii) 50% by promotion from Class II on the basis of merit-cum-seniority with five years experience as such.	50% by Direct Recruitment 50% by promotion from Class-II Category-A; (Sr. Receptionist, now Sr. Tourist Information Executives) on the basis of merit-cum-seniority with 03 years of service as such.	It will provide job and motivation to the candidates specialized in relevant fields; as the regional and national universities have introduced masters in relevant subjects. The knowledge of History and Geography is essential for all tourist officers to deal effectively.
I	B	Chief Ski Petrollor	9300-34800	4600	---	---	---	100% by promotion from Class-II, Category B (Senior Sky Petroller) with 05 yrs service in that category.	One post of ATO is proposed to be redesignated as CSP in order to have a Supervisor for the wing.
Class	Category	Designation	Pay Band	Grade Pay	Minimum Qualification for Direct Recruitment		Method of Recruitment		Justification
					Existing	Proposed	Existing	Proposed	
II	A	Senior	9300-	4200	---	---	By promotion from	100% by	The change in

		Tourist Information Executives (instead of Sr. Receptionist)	34800				Class III Categories A, B & C on the basis of merit-cum-seniority with five years experience as such.	promotion from Class-III (Receptionist; now proposed as Jr. Tourist information executives) on the basis of merit-cum-seniority with 05 yrs of service in that category and having satisfactory performance in handling the tourist promotional assignments.	nomenclature is proposed in redesignation. Also the satisfactory performance is important in consideration for promotion.
II	B	Sr. Ski Petroller	9300-34800	4200	---	---	---	100% by promotion from Class-III, Category B (Jr. Sky Patroller) with 05 yrs as such.	Two posts of Sr. Receptionist are proposed to be redesignated as such so that a separate wing with definite hierarchy be created.
Class	Category	Designation	Pay Band	Grade Pay	Minimum Qualification for Direct Recruitment		Method of Recruitment		Justification
					Existing	Proposed	Existing	Proposed	
III	A	Jr. Tourist information Executive (instead of Receptionist)	5200-20200	2400	Graduation or its equivalent qualification from a recognized university having knowledge of	Graduation in any field with 01 year diploma in tourism/travel or Hospitality management from recognized	i) 75% by direct recruitment. ii) 25 % by selection/promotion from Class IV on time basis of merit-cum-seniority with adequate	100% by Direct Recruitment	Since the Department is dealing with publicity and promotion and the incumbents under this category are base entrants in technical line, their

					speaking in English and one Foreign language. Trained in tourism or related lines desirable.	institute. (or) Graduation with speaking course in any foreign language from a recognized institute. However, candidates having degree/diploma in tourism are desirable.	experience as such.		professionalism is of higher significance. The 100% direct recruitment is proposed in order to bring into the Department the skilled/ professional youth; also the feeding category i.e. Rent Collector is presently lien free and is proposed for redesignation as Sr. Estates Assistant.
Class	Category	Designation	Pay Band	Grade Pay	Minimum Qualification for Direct Recruitment		Method of Recruitment		Justification
					Existing	Proposed	Existing	Proposed	
III	B	Jr. Ski Patroller	5200-20200	2400	---	10+2 with certificate in skiing from recognized institute	---	100% by Direct recruitment.	03 posts of Jr. Ski Patroller created vide G.O. No. 476 of 2012 dt: 05.01.2012 (annexed) are to be incorporated.
III	C	Rent Collector (proposed to be deleted from here)	5200-20200	2400	Graduation or its equivalent qualification from a recognized university having knowledge	---	i) 75% by direct recruitment ii) 25% by selection/ promotion from Class IV on time basis of merit-cum-seniority	---	Proposed to be deleted from this schedule and redesignated as Sr. Estates Assistant and will be added to scheduled II-A (now schedule III)

					of speaking in English and one Foreign language. Trained in tourism or related lines desirable.		with adequate experience as such.		at its equivalent Class i.e. Below Sr. Assistants.
Class	Category	Designation	Pay Band	Grade Pay	Minimum Qualification for Direct Recruitment		Method of Recruitment		Justification
					Existing	Proposed	Existing	Proposed	
III	D	Legal Assistants (instead of instructor)	5200-20200	2400	Graduation or its equivalent qualification from a recognized university having knowledge of speaking in English and one Foreign language. Trained in tourism or related lines desirable.	---	i) 75% by direct recruitment ii) 25% by selection/promotion from Class IV on time basis of merit-cum-seniority with adequate experience as such.	By deputation from Department of Law, Justice and PA.	The post 'Instructor' is redundant/ irrelevant and the Department needs to have legal Assistants to facilitate disposal of litigations cases coming up in the Department.
IV	A	Rent Collector	5200-20200	1900	Matriculation or its equivalent qualification from a recognized institute.	---	100% by Direct Recruitment	---	The post be abolished and redesignated as Jr. Estates Assistant so that a line of estates wing be created for management of Departmental assets. Besides the post Rent Collector is having no relevance at present in the department and is lien free.

									Also the proposed move will lead to the opportunity of bringing in the efficient, skilled and qualified youth as receptionists as this category has been the only feeding category for receptionists.
Class	Category	Designation	Pay Band	Grade Pay	Minimum Qualification for Direct Recruitment		Method of Recruitment		Justification
					Existing	Proposed	Existing	Proposed	
IV	B	Raft Guide	4440-7440	1300	---	---	---	100% by selection from Matriculate budgetted/ Seasonal/ Casual Workers with expertise in water sports on the basis of suitability and seniority.	10 posts of chowkidars are proposed to be redesignated as Raft Guides as their services can be utilized in water sports.