

# **THE JAMMU AND KASHMIR FOREST (SUBORDINATE) SERVICE RECRUITMENT RULES, 1991**

(SRO-335 dated: 28th November, 1991, Department of Fisheries, Forest and Wildlife)

In exercise of the powers conferred by the proviso 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 Forest (Subordinate) Service Recruitment Rules, 1991.

<sup>1</sup>(2) They shall come into force from the date of their publication in the Government Gazette.

## *2. Definitions*

In these rules, unless the context otherwise requires:—

- (a) "Government" means the Government of Jammu and Kashmir;
- (b) "Cadre" means the cadre of the service;
- (c) "Head of the Department" means the Major Head of the Department holding administrative charge of service;
- (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 Forest (Subordinate) Service; and
- (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 Forest (Subordinate) Services.

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1. Published in Govt. Gazette dt. 28.11.1991.

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(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:

Provided that for the purposes of initial constitution of the service a 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 if he is qualified to hold the post.

#### *4. Strength and composition of the service*

(1) The authorised 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 at 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 fulfils 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 —

(a) by direct recruitment (which will include appointment by transfer);

(b) by promotion; and

(c) partly by direct recruitment and partly by promotion;

(d) by deputation from other departments in the ratio and in the manner mentioned against each post in the Schedules II & III.

(3) In case suitable candidates are not available for promotion, the post shall be filled up by direct recruitment and vice versa.

(4) Candidates recruited direct to the post of Junior Assistant shall possess the knowledge of typewriting of not less than 30 words speed per minute. This condition will not, however, apply in the case of persons who have passed the TDC Part 1 or above.

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## 6. Probation

(1) Persons appointed to the service either by direct recruitment or by promotion shall be on "probation or trial" 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 promotion be reverted to the post on which he holds a lien.

(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 candidate 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 period of probation/trial is extended beyond two years for reasons not directly attributable to the probationer he shall be allowed to draw the second and third increments after the expiry of 2nd and 3rd year of probation/trial:

Provided that where a person has immediately before such appointments, been holding a post under the Government in substantive 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 CSRs.

(5) In respect of a person who immediately before such appointment held a post under the Government in an officiating capacity and draw 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 CSRs treating his presumptive pay as substantive pay for purposes 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.

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### *7. Training and Departmental Examination*

Persons appointed to the service by competitive examination may 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:

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, if any, prescribed under these rules.

### *8. Eligibility of Government servants 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 posts. The upper age limit of such Government servants shall be as provided in the general rules:

Provided that in case of post which requires a higher degree of specialisation and/or experience the Government may prescribe a 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 and in consultation with the Adm. Reforms and Inspection relax any of the provisions of these rules with respect to any class, category of persons or posts:-

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

- (a) that the discretion exercised is bonafide;
- (b) that such an exercise specifies objective test;
- (c) that it would satisfy any responsible man in place of the authority competent to relax;  
and.
- (d) that the power should be vested with the Chief Minister only.

### *10. Maintenance of seniority lists*

Seniority of the members of the service shall be regulated under the Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956. The Head of Department shall maintain an up-to-date and final seniority list of the service.

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*11. Residuary matters.*

In regard to matters not specifically covered by these rules, the member of the service shall be governed by the rules, regulations and orders applicable to the State civil services in general.

*12. Interpretation*

If any question arises relating to the interpretation of these rules, the matter shall be referred to the Government whose decision thereon shall be final and binding.

*13. Repeal and savings.*

(1) All rules corresponding to the rules 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.

## SCHEDULE I

Class	Category	Designation of the post	Scale of pay	Number of posts		
				Permanent	Temporary	Total
1	2	3	4	5	6	7
<b>EXECUTIVE</b>						
I		Survey Officer	1650-2800	-	2	2
II		Photo Interpreter	1550-2250	1	-	1
III	A	Jr. Scientific Assistant	1300-2550	-	2	2
	B	Naib Tehsildar	1550-2550	3	-	3
	C	Silt Analyst	1550-2550	-	1	1
	D	Translator	1550-2550	1	-	1
IV		Range Officer Grade II	1235-2325	47	-	47
V		(i) Farm Chemist	1150-2050	-	1	1
		(ii) Librarian-cum-Curator	1150-2050	1	-	1
		(iii) Project Operator/Photographer	1150-2050	1	-	1
		(iv) Agriculture Supervisor	1150-2050	-	1	1
		(v) Sr. Lab Assistant	1150-2050	4	-	4
VI		Foresters including Head Ward Officer, Ward Officer, Resin Forester and Surveyors	1150-1910	850	68(SFP)	918
VII		(i) Girdhawar	900-1830	2	4(SFP)	6
		(ii) Silt Observer	900-1830	-	3	3
		(iii) Lab. Assistant	900-1830	1	-	1
		(iv) Driver	900-1830	34	31(SFP)	65

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VIII		Deputy Foresters	1075-1735	137	-	137
IX	A	(i) Patwaries	800-1500	2	8(SFP)	10
		(ii) Jr. Grade Drivers	800-1500	20	-	20
X	B	Jr. Lab. Assistant	800-1500	3	-	3
		Forest Guards including Resin Guards, Game Guards, Watchers, Rakhas & S.F. Workers	800-1500	3067	125(SFP)	3192
XI		(i)Sr. Lab Attendant	745-1025	3	-	3
		(ii) Conductor/Cleaner	745-1025	22	-	22
XII	A	(i) Mali	630-940	245	24(SFP)	269
		(ii) Lab. Boy	630-940	3	-	3
		(iii) Cattle Pond Keeper	630-940	9	-	9
		(iv) Boat Mazdoor	630-940	-	1	1
		(v) Chainman	630-940	4	-	4
		(vi) Road Mazdoor	630-940	-	2	2
		(vii) Water Carrier	630-940	-	2	2
		(viii) Mapper	630-940	-	2	2
		(ix) Watcher	630-940	82	-	82

	Class/Category IV	Class/Category VI	Class/Category VII	Class/Category X
Deputation reserve 10%	5	92	14	307
Leave reserve 10%	5	92	14	307
Training reserve 10%	5	92	14	307

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Class	Category	Designation of the post	Scale of pay	No of posts		
				Permanent	Temporary	Total
<b>MINISTERIAL</b>						
I		Section Officer	<sup>1</sup> [7450-11500]	1	1(SFP)	2
II		P.A-/Sr. Scale Steno	<sup>2</sup> [7450-11500]	3	1(SFP)	4
III		Sr. Acctt.	1550-2550	1	1(SFP)	2
IV		Statistical Officer	<sup>1</sup> [7450-11500]	1	1	2
V		Head Assistant	1150-2050	16	3(SFP)	19
VI		Jr. Scale Stenographer	<sup>3</sup> [5000-8000]	9	-	9
VII		Statistical Assistant	1150-2050	6	-	6
VIII		Jr. Accountant	1150-2050	23	11(SFP)	34
IX		(i) Sr. Assistant	900-1830	69	4(SFP)	73
		(ii) Jr. Statistical Assistant	900-1830	2	-	2
		(iii) Accounts Clerk	<sup>4</sup> [4500-7000]	11	2(SFP)	13
X		Jr. Assistant	<sup>5</sup> [3050-4910]	329	47(SFP)	376
XI		Jamadar	745-1025	12	3(SFP)	15
XII		Orderlies/Chowkidar Farash	630-940	424	32(SFP)	456

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1 Substituted by SRO 259 dt. 18-7-2007.

2 Substituted by SRO 367 dt 23-10-2007.

3 Substituted vide SRO 82 dt. 22-3-2004.

4 Substituted by SRO 94 dt. 23-3-2007.

5 Substituted by SRO 82 dt. 22-3-2004.

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## SCHEDULE II

Class/ Category	Designation	Scale	Minimum qualification for direct recruitment	Method of recruitment
1	2	3	4	5
I	Survey Officer	1650-2800	-	By promotion from Class II having five years service in that class.
II	Photo Interpreter	1550-2550	-	By promotion from Class VI from amongst the persons who are KFC and SC trained and also Cartography and Aerial Photography trained with five years service in that class.
III	(A) Jr. Scientific Asstt.	1300-2550	-	By deputation from Agriculture Department
	(B) Naib Tehsildar	1550-2550	-	By deputation from Revenue Department
	(C) Silt Analyst	1550-2550	-	By promotion from Class VII item (ii) with five years service in that class.
	(D) Translator	1550-2550	-	By deputation from Information Department.
IV	Range Officer Grade II	1235-2325	-	By promotion from Class VI from amongst persons who are KFC and have five years service in that class.
V	(i) Farm Chemist	1150-2050	-	By deputation from Agriculture Department
	(ii) Librarian-cum-Curator	1150-2050	-	By deputation from Library, Research and Museum Department.
	(iii) Project Operator / Photographer.	1150-2050	(i) Matric (ii) Trained in Photography and Film Projection from a recognized Institute and having 2 years experience in a public or private organization.	By direct recruitment.

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	(iv) Agriculture Supervisor	1150-2050	-	By deputation from Agriculture Department
	(v) Senior Lab. Asstt.	1150-2050	-	By promotion from Class VII item (iii) with 5 years service in that class.
VI	Foresters	1150-1910	10+2 or equivalent qualification with science subjects.  Physical Standard height 165 cms. Physical Fitness 25 kms walk to be completed in 4 hours. Physical Fitness Certificate from Chief Medical Officer	(i) 40% by direct recruitment. (ii) 60% by promotion from Class VIII amongst the persons who are matriculates. In case no matriculates are available then the posts will be filled by direct recruitment.
VII	(i) Girdawar	900-1830	-	By deputation from Revenue Department
	(ii) Silt Observer	900-1830	10+2 or equivalent with Science subjects.	By direct recruitment.
	(iii) Lab. Asstt.	900-1830	10+2 or equivalent with Biology as one of the subjects.	By promotion from Class IX category 'A' (ii) having passed Matric with Science subject and having five years service in that category. If no departmental candidate is available then the posts will be filled by direct recruitment.
	(iv) Driver	900-1830	Middle pass having Hill/Heavy Veh. Licenses with 5 years experience.	(i) 40% by direct recruitment (ii) 60% by promotion from Class IX category 'B' with 5 years experience in that category.
	(v) Field Asstt.	900-1830	As prescribed for Class-VI	By direct recruitment.

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VIII	Deputy Foresters	1075-1735	-	<sup>1</sup> [100% by promotion from Class X Schedule II in the following ratio: (i)10% from Graduate Forest Guards with three years experience (ii) 60% from Matriculate Forest Guards with seven years experience. (iii) 25% from non-matriculate Forest Guards with ten years experience. (iv) 5% from amongst meritorious Forest Guards having stood first in KFC course.]
IX	(A)Patwaries	800-1500	-	By deputation from Revenue Department
	(B) Jr. Grade Driver	800-1500	Middle Pass with Hill/heavy Veh. Licence and three years experience.	(i)50% by direct recruitment (ii) 50% by promotion from Class XI item (ii) having Hill/heavy Veh. Driving Licence and 5 years experience in that Class.
	(ii)Jr. Lab. Asstt.	800-1500	-	By promotion from Class XI item (i) having 5 years service in that class.
X	Forest Guard	800-1500	(i) Matric (ii) Physical; Fitness as prescribed in Class VI.	<sup>2</sup> [50% by direct recruitment by promotion in the following manner /ratio: (i) 20% from Class XII Category (A) of Schedule II with five years of service in that category. (ii) 20% from Class XII of Schedule III with five years minimum service in that category. (iii) 10% from Graduates from Class XII Category (A) of Schedule III and Class XII of Schedule III with five years service in that category.]

1, 2- Substituted by SRO 84.dt. 19-3-2003.

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XI	(i) Sr. Lab. Attendant.	745-1025	-	By promotion from Class XII category 'B' from amongst Matriculates having 5 years experience in that category.
	(ii) Conductor/Cleaner	745-1025	(i) Middle Pass (ii) Possessing Cleaner/ Conductor Chit.	. By direct recruitment
XII	(A)(i)Mali (ii) Cattle Pound Keeper (iii) Boat Mazdoor (iv) Chainman (v) Water Carrier (vi) Road Mazdoor (vii) Mapper (viii) Watcher (ix) Gardener	630-940	Middle Pass	By direct recruitment
	(B) Lab. Attendant	630-940	Middle Pass	By direct recruitment

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### SCHEDULE III

Class	Designation	Scale	Minimum qualification for direct recruitment	Method of recruitment	Remarks
1	2	3	4	5	6
I	Section Officer	<sup>1</sup> [7450-11500]	-	By promotion from Class V having not less than 5 years service in that class.	
II	P.A./Sr.Scale Steno	<sup>2</sup> [7450-11500]	-	By promotion from Class VI having not less than 5 years service in that class with a speed of 80 words per minute in shorthand and 40 words per minute in typewriting.	
III	Sr. Accountant	<sup>3</sup> [7450-11500]	-	By deputation from Finance Department.	
IV	Sts. Officer	<sup>4</sup> [7450-11500]	-	By deputation from Planning Department.	
V	Head Assistant	1150-2050	-	By promotion from Class IX item (i) having 4 years service in that class and having passed Sectt. Assistant Examination.	

1 Substituted by SRO 259, dt. 18-7-2007.

2 Substituted by SRO 367, dt 23-10-2007.

3 Substituted by SRO 94, dt. 23-3-2007.

4 Substituted by SRO 422, dt. 18-12-2007.

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VI	Junior Scale Steno	<sup>1</sup> [5000-8000	(i) Graduation from any recognized University having minimum speed of 65 and 35 words per minute in short hand and typewriting respectively. (ii) 6 month certificate course in Computer applications from a recognized institute.]	(i) 50% by direct recruitment on the basis of test in shorthand and typewriting with a Minimum speed of 65 words per minute in shorthand and 35 words per minute in typewriting. (ii) 50% by selection from Class-IX item (i) and Class -X having knowledge of shorthand with speed of 65 words per minute and typewriting with a speed of 35 words per minute and having not less than 3 years/ 5 years service respectively in that class	
VII	Sts. Assistant	1150-2050		By deputation from Planning Department.	
VIII	Junior Accountant	<sup>2</sup> [5500-9000]	-	By deputation from Finance Department.	
IX	(i)Senior Assistant	900-1830	-	By promotion from Class -X having not less than three years service in that class.	
	(ii)Junior St. Assistant	900-1830	-	By deputation from Planning Department.	
	(iii)Account Clerk	<sup>1</sup> [4500-7000]	-	By deputation from Finance Department.	

1 Substituted by SRO 82. dt. 22-3-2004.

2. Substituted vide SRO 94, dt. 23-3-2007.

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X	Junior Assistant	<sup>1</sup> [3050-4910]	(i) Graduation from any recognized University with knowledge of type writing having not less than 35 words speed per minute (ii) Six months certificate course in Computer applications from a recognized institute.]	(i) 75% by direct recruitment on the basis of selection to be made by the concerned Recruitment Board. (ii) 25% by selection from amongst Matriculate Orderlies/Chowkidars/Farash in Class XII with three years service in that class and knowledge of typewriting with the minimum speed of 25 words per minute.	
XI	Jamadar	745-1025		By promotion from Class –XII.	
XII	Orderlies/ Farash/Chowkidars	630-940	Middle Pass	By direct recruitment	

Substituted by SRO 94, dt.23.3.2007.

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