

Government of Jammu and Kashmir  
Department of Information Technology  
Civil Secretariat, Jammu

**NOTIFICATION**

Jammu, 6<sup>th</sup> of April, 2021

1) Whereas, in pursuance to Cabinet Decision No. 91/10/2016 dated 14.10.2016, sanction was accorded to the creation of the Jammu and Kashmir Information Technology Service vide Government Order No. 1094-GAD of 2016 dated 14-10-2016; and

2) Whereas, in pursuance to Government Order No. 1094-GAD of 2016 dated 14-10-2016, the Jammu and Kashmir Information Technology Service Recruitment Rules, (Gazetted & Non-Gazetted) have been notified vide SRO 343 & 344 dated 24.10.2016 and;

3) Whereas, all the Information Technology related posts were to be withdrawn from the departments, (excluding the posts created under project/scheme sponsored by the Government of India, etc) and they were required to be made the initial constituents of the Jammu and Kashmir Information Technology Service (Gazetted and Non-Gazetted); and

4) Whereas, rule 4 of the above referred SROs mandate a Selection Committee to undertake the task of appointing the initial constituents of the newly created service. The relevant portion of rule 4 is reproduced here under: -


***“The Government shall constitute a Selection Committee in General Administration Department for appointing persons who have previously been appointed to various Departments/Services against the IT related posts in the initial constitution of the service.”***

5) Whereas, the above said Selection Committee has been constituted by the Government vide G.O No.1401-GAD dated 22.12.2016 under the chairmanship of the Secretary to the Government, Department of Information Technology; and

6) Whereas, the said Selection Committee held its meeting under the Chairmanship of Secretary to the Government, Information Technology Department on 30.03.2021, and recommended that first and foremost thing is to constitute the service by identifying the initial constituents of the Service strictly as per the provisions of aforementioned SROs. In this regard, the Selection Committee authorized the Information Technology Department to collect the particulars of the eligible entrants by inviting their details as per the- format devised at (Annexure A) by the Information Technology Department.


7) Now therefore, through the medium of this notice, IT related personnel / officers / officials who have previously been appointed to various departments / services against IT related posts are hereby called upon to submit their particulars for being considered to be as eligible for forming the "initial constituents" of the Gazetted and Non-Gazetted Service strictly as per the enclosed Format. It may be noted that the particulars shall be accepted only if the same are duly attested by their incumbent DDOs and countersigned by the concerned HODs. The same shall be required to be submitted within 21 days of the issuance of the notice, i.e., **by or before 28-04-2021.**

8) The same may be submitted in person to the Additional Secretary to Government, Department of Information Technology, at Room No.4/10, 4<sup>th</sup> Floor, Mini Block, Civil Secretariat. For reference, a scanned and duly signed and counter signed format may also be mailed at [cit-jk@nic.in](mailto:cit-jk@nic.in).



(M. A. Parray)

Under Secretary to the Government



No: ITD/Gen/47/2019

Dated: 06.04.2021

Copy to the: -

1. All Financial Commissioners.
2. Director General of Police, J&K Jammu.
3. All Principal Secretaries to the Government.
4. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
5. All Commissioner/Secretaries to the Government.
6. All Secretaries to the Government.
7. Secretary, Department of Law, Justice and Parliamentary Affairs.
8. Director, Archives, Archaeology & Museums J&K, Jammu.
9. Director, Information, J&K with the request to publish the notice in the two leading Newspapers of J&K, both in Jammu and Kashmir Divisions for three consecutive days for information of the concerned.
10. Private Secretary to the Chief Secretary, J&K.
11. Private Secretary to Commissioner Secretary to the Government, General Administration Department.
12. Private Secretary to Secretary to the Government Information Technology Department.
13. Private Secretary to Advocate General, J&K for information of Learned Advocate General.
14. PA to Financial Advisor & CAO, Information Technology Department.
- ✓ 15. In-charge website, GAD to upload the same on GAD's official Website.
16. Web Administrator, IT department.

## Annexure- 4

Name of the Employee	Appointment Order No. /Dated (appointment order shall be enclosed)	Designation [At the time of their Initial Appointment/Functional Promotion (Confirm)]	Pay Scale [at the time of Initial Appointment/Functional Promotion (Confirm)]	Service Permanent/Temporary	Cadre State/Division/District	Parent Department	Educational qualification (copies enclosed)	Present place of Posting	Contact No./ Address	E-mail Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

### Posting details as per below proforma

Name of the Official with Parentage & Address	Date of Birth	Date of Appointment	Post held with Designation from first appointment to till date		Period of deputation/ attachment etc.	
			From	To		

**All the above details including Xerox copy of Service Book should be duly attested by Drawing & Disbursing Officer and countersigned by Head of Department**