



**Government of Jammu and Kashmir**  
**General Administration Department**  
(Services) Civil Secretariat, Srinagar.

Subject: Seeking of options from the State Service employees for their allocation to the successor Union Territory of Jammu and Kashmir and Union Territory of Ladakh.

**Circular No.42–GAD of 2019**  
**Dated:11.10.2019**

Attention of the Administrative Secretaries/Heads of the Departments and employees serving in the Government of Jammu and Kashmir is invited towards Section 89(2) of the Jammu and Kashmir Reorganization Act, 2019 which is reproduced as under:-

*89(2). As soon as may be after the appointed day, the Lieutenant Governor of Jammu and Kashmir shall, by general or special order, determine the successor Union territory to which every person referred to in sub-section (1) shall be finally allotted for service, after consideration of option received by seeking option from the employees, and the date with effect from which such allotment shall take effect or be deemed to have taken effect:*

*Provided that even after the allocation has been made, Lieutenant Governor of Union territory of Jammu and Kashmir may in order to meet any deficiency in the service, depute officers from one successor Union territory to the other Union territory”.*

The State Government hereby seeks options from the employees who are serving on substantive basis in connection with the affairs of the existing State of Jammu and Kashmir for their further allocation to the successor Union Territory of Jammu and Kashmir and Union Territory of Ladakh.

  
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Administrative Departments will ensure that every employee enters details in the option form (A) annexed to the circular

instruction and submits the form duly signed to the concerned Head of the Department after due verification by the Drawing and Disbursing Officer concerned.

It is hereby made clear that while the preference in favour of Union Territory expressed by Government servant will be taken into account while allocating the person to a Union Territory, it shall not be obligatory for the Government to allocate the employee to the Union Territory of his/her choice and it shall be the prerogative of the Government to allot/depute the employee in terms of Jammu and Kashmir Reorganization Act, 2019.

The last date for submitting the options shall be **22.10.2019**.

Sd/-  
(Dr. Farooq Ahmad Lone), IAS  
**Secretary to the Government**

No.GAD(Ser)Genl/113/2019


Dated:11.10.2019

Copy to the:-

1. All Financial Commissioners.
2. Director General of Police, J&K.
3. All Principal Secretaries to the Government.
4. Chief Electoral Officer, J&K .
5. Principal Resident Commissioner, J&K Government, New Delhi.
6. All Commissioners/Secretaries to the Government.
7. Divisional Commissioner, Kashmir/Jammu/Ladakh.
8. Chairperson, J&K Special Tribunal.
9. Director Information, J&K with the request to publish the said circular in two leading dailies one each from Kashmir /Jammu Division of the State.
10. Secretary, J&K Public Service Commission.
11. All Heads of Departments/Managing Directors.
12. All Deputy Commissioners.
13. Director Estates, J&K.
14. Director Archives, Archaeology and Museums.
15. Secretary, J&K Legislative Assembly/Council.
16. Secretary, J&K Services Selection Board.
17. General Manager, Government Press, Srinagar/Jammu.
18. Private Secretary to the Governor.
19. Private Secretary to Advisor (K) to the Governor.

  
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20. Private Secretary to Advisor (G) to the Governor.
21. Private Secretary to Advisor (S) to the Governor.
22. Private Secretary to Advisor (KS) to the Governor.
23. Private Secretary to Advisor (F) to the Governor.
24. Private Secretary to the Chief Secretary.
25. Private Secretary to Secretary to the Government, General Administration Department.
26. Incharge website, GAD.
27. Government Order file/Stock file.

  
11/10/2019  
(Charandeep Singh),

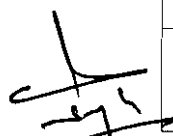
**Additional Secretary to the Government.**

### **OPTION FORM (Annexure-A)**

#### **Information required for allocation of State Service Personnel**

(excluding adhoc/contractual/consolidated/casual/DRW/NBW/etc)

1.	Name of the Administrative Department	:	
2.	Category of post to which the Government servant belongs	:	Gazetted/Non-Gazetted
3.	Name of the service	:	
4.	Directorate/Organization/Corporation/Board/Autonomous Body/etc	:	
5.	Name of the Government Servant as per the service-book	:	
6.	Employee ID	:	
7.	Date of Birth	:	
8.	Place of Birth (village/town and district)	:	
9.	Home District (as per Service Book)	:	
10.	Category Status:	:	General/SC/ST/RBA/OSC/ALC/Others
11.	Marital Status	:	Married/Single
12.	Year of entry into regular Government Service	:	
13.	Have you been confirmed in Government service.	:	
14.	Post currently held	:	
15.	Office Address	:	
16.	Method of appointment to the post currently held	:	DR/Promotee/Others
17.	Are you holding the present post in a substantive capacity	:	
18.	If currently working on deputation/leave/suspension, provide details	:	

  
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### OPTION

I opt to be allocated to the Union Territory of \_\_\_\_\_.

The reason why I prefer to be allocated to the Union Territory of Jammu and Kashmir/Union Territory of Ladakh is the following:

\_\_\_\_\_

\_\_\_\_\_

### Affirmation

I solemnly declare that information given above is correct to the best of my knowledge and belief and nothing has been concealed.

Place:

Signature:

Date:

### **Submitted to:**

Officer: \_\_\_\_\_

Office: \_\_\_\_\_

Date: \_\_\_\_\_

### **Verification Certificate by the Drawing and Disbursing Officer**


I certify that I have verified the details submitted above by the employee with reference to records and have found them to be correct.

Place

Date

Stamp

DDO

  
11/10/2019