

**GOVERNMENT OF JAMMU AND KASHMIR**  
**Department of Law, Justice and Parliamentary Affairs.**  
(Establishment Section) **Civil Secretariat,**  
Srinagar/Jammu

Subject: Appointment of Urdu Typist in the J&K Urdu Coordination Cell (Subordinate) Service.

Reference: J&K Services Selection Board's No. JKSSB-Scry/11/2025-06 (E-7704003) dated 07.08.2025.

Government Order No. **14184**-JK(LD) of 2025.  
Dated.13-10-2025.

Pursuant to the recommendations of the J&K Services Selection Board, sanction is hereby accorded to the appointment of Mr. Sameer Ahmed, S/o Mohammad Maqbool Kumar, R/o Kumar Mohalla (Gupt Ganga) Ishber, Srinagar-North-191121, as Urdu Typist under OM Category in the J&K Urdu Coordination Cell (Subordinate) Service (UT Cadre) carrying Pay Level -4(25500-81100) with immediate effect.

The appointee shall report in the Directorate of Urdu Coordination Cell, Srinagar within a period of twenty one (21) days from the date of issuance of this Order failing which he shall forego his right to appointment, and the same shall be deemed to have been cancelled ab-initio without any further notice.

The appointee shall be allowed to join only on the production of the following certificates (in original) to be verified subsequently:-

1. Academic/ Qualification Certificates.
2. Matriculation/ Date of Birth Certificate.
3. Health Certificate from the concerned Chief Medical Officer of the District.
4. Domicile Certificate issued by the Competent Authority.
5. Certificates from the District Industries Centre (DIC) and District Employment and Counseling Centre to the effect that if he has taken loan for self-employment from DIC/ Employment Department, to be ascertained from the District Industries Centre (DIC) and District Employment and Counseling Centre of the Domicile District, he shall relinquish the proprietorship of unit/enterprise and also stakes, if any, in such self-employment unit/enterprise before joining the Government service. He shall be required to repay the entire loan liability in suitable EMIs to be worked out by the DDO concerned from his salary. DDO concerned shall obtain an affidavit from the concerned appointee regarding both relinquishment of proprietorship and stakes, if any, in such a self-employment unit/enterprise and recovery to be made and also personally monitor its recovery.
6. Valid relevant Category Certificate, if any, applicable.

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The appointment of the above candidate shall further be subject to the following conditions:-

- a) The appointee shall furnish an Undertaking in the shape of an Affidavit duly attested by 1<sup>st</sup> Class Judicial Magistrate as per "Annexure-A" to this Order that if on verification his qualification certificates and other certificates have been found to be fake/ forged his appointment shall be deemed to be cancelled ab-initio and he has no criminal records and also does not face any criminal proceedings;
- b) The services of the appointee shall be governed by the J&K Urdu Coordination Cell (Subordinate) Service Recruitment Rules, 2016;
- c) The salary of the appointee shall not be drawn and disbursed to him unless the satisfactory reports in respect of genuineness of Qualification/Date of Birth/Relevant Category Certificate/Domicile Certificate is received from the concerned issuing Authorities /Agency;
- d) The appointee shall be on probation for a period of two years;
- e) The appointment of the candidate shall be governed by the "New Pension Scheme" as notified vide SRO 400 of 2009 dated 24-12-2009;
- f) The inter-se seniority of the appointee in J&K Urdu Coordination Cell (Subordinate) Service shall be determined as per the J&K Civil Services (Classification, Control and Appeal) Rules, 1956; and
- g) The appointment of the appointee shall be subject to the outcome of Writ Petition(s)/OA, if any, pending before Competent Court of Law/Tribunal.

**By Order of Government of Jammu and Kashmir.**

Sd/-

(Achal Sethi)

Secretary to Government.

Dated. 13 -10-2025

No. LAW-Estt/203/2025-10

Copy to the:

1. Commissioner Secretary to Government, General Administration Department.
2. Director Archives, Archaeology and Museums, J&K.
3. Director Finance, Department of Law, Justice and Parliamentary Affairs.
4. Director Information, J&K with the request to kindly get this order published in two leading News Papers both at Srinagar and Jammu.
5. Director Litigation, Jammu/Kashmir.
6. Director, Urdu Coordination Cell, Srinagar.
7. Secretary, J&K Services Selection Board.
8. Private Secretary to Hon'ble Chief Minister, J&K for information of the Hon'ble Chief Minister.
9. Private Secretary to Secretary to Government, Department of Law, Justice and PA for information of the Secretary.
10. Incharge Website, Department of Law, Justice and Parliamentary Affairs.
11. Concerned selected candidate for information and compliance.
12. Government Order file
13. Concerned file.

*Reyaz Ali Bhat*  
13-10-25  
(Reyaz Ali Bhat)  
Deputy Legal Remembrancer

*13/10/25*

**Annexure-A to Government Order No. 14184 -JK(LD) of 2025 dated 13-10-2025**

**Affidavit**

I \_\_\_\_\_ S/o , D/o, Shri \_\_\_\_\_ R/o \_\_\_\_\_  
Aadhar No. \_\_\_\_\_ do hereby undertaking as under :

1. That, if on verification, my qualification/ Date of Birth / Reserved Category/Domicile Certificate from the concerned issuing authorities is found fake/ forged, my appointment as Urdu Typist in the Directorate of Urdu Coordination Cell, Srinagar shall be deemed to have been cancelled ab-initio.
2. That, I have no criminal records and do not face any criminal proceedings in any Court of Law, if this is found to be incorrect, I shall be liable for removal from the provisional appointment as Urdu Typist in the J&K Urdu Coordination Cell (Subordinate) Service.
3. That, in case any statement as at (1) to (2) above is proved to be false, I shall be liable for disciplinary proceedings under law.



Deponent

Verification:

The averments mentioned herein above are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Deponent.