

**Government of Jammu and Kashmir**  
**Transport Department**  
Civil Secretariat, Jammu.

**Notification**

Jammu, the 19<sup>th</sup> March, 2020

**S.O. 106**.- In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Lieutenant Governor, hereby makes the following rules; namely:-

1. **Short title & commencement:-** (1) These rules may be called the Jammu & Kashmir Motor Vehicle Department (Subordinate) Service Recruitment Rules, 2020.

(2) They shall come into force from the date of publication in the official Gazette.

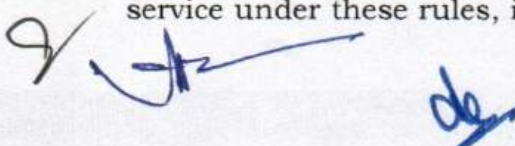
2. **Definitions:-** In these rules, unless the context otherwise requires:-

- a) "Administrative Department" means the Department of the Government in the Civil Secretariat holding the Administrative charge of the service;
- b) "Board" means the Jammu & Kashmir "Service Selection Board";
- c) "Cadre" means the Cadre of the service;
- d) "Government" means the Government of Union Territory of Jammu and Kashmir;
- e) "Head of the Department" means the Major Head of the Department holding the Administrative control of the organization;
- f) "Member of the Service" means a person appointed to a post in the Subordinate Service under the provisions of these rules;
- g) "Post" means a permanent post carrying a definite time scale sanctioned by the competent authority;
- h) "Rules" means the Jammu & Kashmir Motor Vehicle Department (Subordinate) Service Recruitment Rules, 2020;
- i) "Schedule" means the schedule annexed to these rules;
- j) "Selection Agency" means the agency constituted by the Government for making recruitment to a particular class of post;
- k) "Service" means the Jammu & Kashmir Motor Vehicle Department (Subordinate) service;
- l) Words and expressions used in these rules but not defined, shall have the same meaning as are assigned to them in Jammu & Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956/Jammu & Kashmir Civil Services Regulations.

3. **Constitution of Service:-** (1) From the date of commencement of these rules there shall be constituted the "Jammu & Kashmir Motor Vehicle Department (Subordinate) Service.

(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 in a substantive capacity any post including in the cadre of the service:

Provided that for the purpose of initial Constitution of Services, the person holding any post in a substantive capacity to which he was appointed by the competent authority under rules including 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/she is fully qualified to hold the post under



these rules unless, he/she opts otherwise within 15 days from the commencement of these rules.

**“Explanation:-** The word “holding” means a person holding a post included in the cadre of the Jammu & Kashmir Motor Vehicle Department (Subordinate) Service in its sanctioned scale of pay on regular basis under orders of the competent authority and will not cover the persons holding a post on ex-cadre/deputation basis or on adhoc basis or in a stopgap arrangement.

- (4) **Strength & Composition of the Service:-** (1) The authorized permanent and temporary strength of the cadre and 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 Scheduled-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 five 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. **Qualification & Method of Recruitment:** (1) First appointment to a service of class may be made:

- a) by direct recruitment, or
- b) by promotion, or
- c) Partly by (a) and partly by (b) in the ratio and in manner as mentioned against each post in Schedule-II:

Provided that all the posts under direct recruitment shall be filled through Jammu & Kashmir Service Selection Board (JKSSB) as per the rules/orders of the Government issued for the purpose.

Provided further all posts to be filled by Promotion, shall be filled through Departmental Promotion Committee/JKSSB unless any post/category of post is exempted from the purview of the JKSSB.

- (2) The Department shall refer vacancies in the direct/promotion quota to JKSSB/Selection Agency and Departmental Promotion Committee, as the case may be.

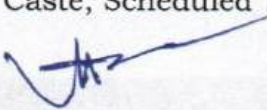
- (3) The selection to the Direct Recruitment posts shall be made through written test only.

6. **Probation:-** (1) Persons appointed to the service, by the direct recruitment shall be on probation for a period of two years and their confirmation for class and category shall be made under the provisions of Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956.

- (2) The pay of a person appointed to the service under these rules shall be regularized as per the provisions of J&K Civil Services Regulations and general rules in this behalf as issued from time to time.

- (7) **Reservation in Appointments:** - While making appointments, either by promotion or by direct recruitment, reservation shall be made in accordance with rules and orders issued from time to time for members of Scheduled Caste, Scheduled Tribe/Backward Class, Economically Weaker Sections or any

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other category of Class under the provisions of Jammu & Kashmir Reservation Act, 2004 as amended and the Reservation Rules in force.

- (8) **Training & Departmental Examinations:** Persons appointed to the service by direct recruitment through competitive examination or by promotion shall be required to undergo such training from time to time as may be required and to pass during the period of probation such Departmental examination as may be prescribed in this behalf.

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 prescribed under these rules.

- (9) **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/she possesses the educational and other qualifications prescribed for recruitment to such class or category of post. The upper age limit of such Government Servants shall be as provided in the general rules:

Provided that in the case a post which requires a higher degree of specialization and/or experience, the Government may prescribe higher age limit.

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

- (11) **Residuary Matters:-** In regard to matter not specifically covered by these rules, the members of the service shall be governed by rules/regulations and orders applicable to the Jammu and Kashmir Civil Services in general.

- (12) **Interpretation:-** If a question arises relating to the interpretation of these rules, the matter shall be referred to the Administrative Department whose decision thereon shall be final and binding.

- (13) **Repeal & Savings:** (1) All rules corresponding to these rules and in force immediately before the commencement of these rules or 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.

By Order of the Lieutenant Governor.

Sd/-

(Dr. Asgar Hassan Samoon) IAS  
**Principal Secretary to Government.**  
**Transport Department**

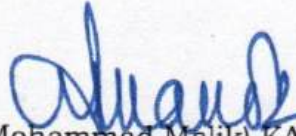
No:-TR-189/MVD/2017

Dated: -19-03-2020

Copy to the: -

1. All Financial Commissioners.
2. All Principal Secretaries to Government.
3. All Commissioners/Secretaries to Government.
4. All Divisional Commissioners.
5. Transport Commissioner, J&K, Jammu.

6. OSD to Advisor (B) to Hon'ble Governor.
7. General Manager, Government Press, Jammu for publication in extra ordinary issue of Government Gazette.
8. Private Secretary to Principal Secretary to Government, Transport Department for information of Principal Secretary.
9. S.O/Stock file.
10. In-Charge Website.

  
(Raj Mohammad Malik) KAS 17/3/20  
Deputy Secretary to Government  
Transport Department

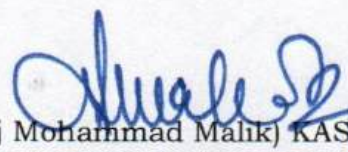
**Schedule-I**  
**Jammu and Kashmir Motor Vehicles Department**  
**(Subordinate) Services Draft Recruitment (Non-Gazetted) Rules-2020.**

| S. No. | Name of post               | Pay Level              | No. of Posts |
|--------|----------------------------|------------------------|--------------|
| 01     | S.O (Adm)                  | Level -7(44900-142400) | 02           |
| 02     | S.O (P&S)                  | Level -7(44900-142400) | 04           |
| 03     | Assistant Accounts Officer | Level -7(44900-142400) | 01           |
| 04     | Sr. Scale Stenographer     | Level -7(44900-142400) | 01           |
| 05     | Motor Vehicle Inspector    | Level-6D(35800-113200) | 65           |
| 06     | Jr. Scale Stenographer     | Level-6B(35600-112800) | 04           |
| 07     | Head Assistant             | Level-6B(35600-112800) | 14           |
| 08     | Statistical Asstt.         | Level-6B(35600-112800) | 15           |
| 09     | Accountant                 | Level-6B(35600-112800) | 14           |
| 10.    | Sub-MVI                    | Level-6B(35600-112800) | 11           |
| 11     | Accounts Assistant         | Level 5(29200-92300)   | 17           |
| 12     | Sr. Assistant              | Level-5(29200-92300)   | 32           |
| 13     | Assistant MVI              | Level-4(25500-81100)   | 12           |
| 14     | Jr. Assistant/Typist       | Level-4(25500-81100)   | 43           |
| 15     | Driver                     | ❖                      | 08           |
| 16     | MVTA                       | Level-2(19900-63200)   | 28           |
| 17     | Jamadar                    | SL2 (15900-50400)      | 01           |
| 18     | Orderly                    | LevelSL1(14800-47100)  | 38           |
| 19     | Chowkidar                  | LevelSL1(14800-47100)  | 07           |
| 20.    | Traffic Orderly            | LevelSL1(14800-47100)  | 02           |

❖ The pay structure of the Drivers in MVD shall be as under:-

| Category  | Grade                   | Percentage                                  |
|-----------|-------------------------|---------------------------------------------|
| Driver-II | Level-2 (19900-63200)   | 40% of the total number of posts of Drivers |
| Driver-I  | Level-4 (25500-81100)   | 35% of the total number of posts of Drivers |
| Chauffeur | Level-6C (35700-113100) | 25% of the total number of posts of Drivers |

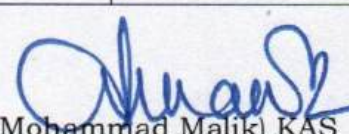
**Note:-** The pay structure and apportionment of post among the drivers given above shall be governed in terms of SRO-28 of 1996 dated 25<sup>th</sup> January 1996 read with SRO-297 dated 6<sup>th</sup> of July, 2018 and shall be further subject to any change, notified by the Government from time to time.

  
 (Raj Mohammad Malik) KAS  
 Deputy Secretary to Government  
 Transport Department

### Schedule -II (Ministerial Cadre)

| Class | Category | Pay Level                   | Designation                 | Minimum qualification for Direct Recruitment | Method of Recruitment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------|----------|-----------------------------|-----------------------------|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | 2        | 3                           | 4                           | 5                                            | 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| I     | A        | Level-7<br>(44900-142400)   | Section Officer.            |                                              | 100% by promotion from class-II category "A" having at least 03 years substantive service in that class.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|       | B        | Level-7<br>(44900-142400)   | Senior Scale Stenographer.  |                                              | 100% by promotion from class-II category "D" having at least 05 years substantive service in that class.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|       | C        | Level-7<br>(44900-142400)   | Assistant Accounts Officer. |                                              | 100% by deputation from J&K Accounts (Subordinate) Service.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|       | D        | Level-7<br>(44900-142400)   | Statistical officer.        |                                              | 100% by deputation from J&K Economics & Statistics (Subordinate) Service.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| II    | A        | Level -6B<br>(35600-112800) | Head Assistant.             |                                              | <p>100% by promotion from class-III category "B" having at least 03 years substantive service as such and having passed Secretariat Assistant Examination;</p> <p>Provided that 25% of posts to be filled up in a calendar year shall be earmarked for promotion of those Senior Assistants, who have not qualified the Secretariat Assistant Examination, but have crossed the age of 50 years as on 1<sup>st</sup> January of the year in which such promotions are being considered.</p> <p>Provided further that a Senior Assistant, who has qualified the Secretariat Assistant Examination during the period of probation as Junior Assistant shall not be required to qualify the said examination again.</p> |
|       | B        | Level -6B<br>(35600-112800) | Accountant.                 |                                              | 100% by deputation from the J&K Accounts (Subordinate) Service.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|       | C        | Level -6B<br>(35600-112800) | Statistical Assistant.      |                                              | 100% by deputation from J&K Economics & Statistics (Subordinate) Service.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

|     |   |                             |                               |                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----|---|-----------------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | D | Level -6B<br>(35600-112800) | Junior Scale<br>Stenographer. | i) Graduate from any recognized University having minimum speed of 65 & 35 words per minute in short hand & type writing respectively.<br>ii) Six Months certificate course in Computer Applications from a recognized Institute. | 100% by Direct Recruitment.                                                                                                                                                                                                                                                                                                                                                                                                               |
| III | A | Level-5<br>(29200-92300)    | Accounts Assistant.           |                                                                                                                                                                                                                                   | 100% by deputation from the J&K Accounts (Subordinate) Service.                                                                                                                                                                                                                                                                                                                                                                           |
|     | B | Level-5<br>(29200-92300)    | Sr. Assistant.                |                                                                                                                                                                                                                                   | 100% by promotion from class IV having at least 03 years substantive service in that category.                                                                                                                                                                                                                                                                                                                                            |
| IV  |   | Level-4<br>(25500-81100)    | Junior Assistant / Typist     | i) Graduation from any recognized University with knowledge of type writing having not less than (35) words speed per minute.<br>ii) Six months certificate course in computer applications from recognized institute.            | i) 75% Direct Recruitment.<br>ii) 25% by promotion from Class V and Class VI possessing Matric qualification and having at least 03 years service, as such, who qualify computer type test requiring a minimum speed of 25 words per minute.<br>iii) Provided that a person appointed by the Direct Recruitment or by promotion shall undergo and qualify the Secretariat Assistants Examination/Training during the period of probation. |
| V   |   | Level-SL2<br>(15900-50400)  | Jamadar                       |                                                                                                                                                                                                                                   | 100% by promotion from Class-VI having at least 05 years service.                                                                                                                                                                                                                                                                                                                                                                         |
| VI  |   | Level-SL1<br>(14800-47100)  | Orderly/<br>Chowkidar.        | Minimum Matric and Maximum 10+2.                                                                                                                                                                                                  | 100% by Direct Recruitment.                                                                                                                                                                                                                                                                                                                                                                                                               |

  
 (Raj Mohammad Malik) KAS  
 Deputy Secretary to Government  
 Transport Department

19/3/20

### Schedule - II (Executive Cadre)

| Class | Category | Pay Level                   | Designation                      | Minimum qualification for Direct Recruitment                                                                                                                                                                  | Method of Recruitment.                                                                                                                                                                                                                                               |
|-------|----------|-----------------------------|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | 2        | 3                           | 4                                | 5                                                                                                                                                                                                             | 6                                                                                                                                                                                                                                                                    |
| I     |          | Level -6D<br>(35800-113200) | Motor Vehicle Inspector.         | i. Degree/three years diploma in Automobile/Mechanical Engineering from a recognized University/Institute;<br>ii. Having driving license of Motor Cycle with Gear and Light Motor Vehicles.                   | i) 80% by Direct Recruitment.<br>ii) 20% by promotion from the class -II having at least 05 years substantive service in that class.                                                                                                                                 |
| II    |          | Level-6<br>(35400-112400)   | Sub-MVI.                         | i. Degree/three years diploma in Automobile/Mechanical Engineering from a recognized University/Institute;<br>ii. Having driving license of Motor Cycle with Gear and Light Motor Vehicles.                   | i) 70% by Direct Recruitment.<br>ii) 30% by promotion from the Class III having at least 05 years substantive service in that class.                                                                                                                                 |
| III   |          | Level-4<br>(25500-81100)    | Asstt. MVI.                      | i. Diploma in Automobile/Mechanical Engineering, 03 years course from a recognized Institute;<br>ii. Having driving license of Motor Cycle with Gear and Light Motor Vehicles.                                | i) 50% by Direct Recruitment.<br>ii) 50% by promotion from the Class IV having at least 05 years substantive service in that class.                                                                                                                                  |
| IV    |          | Level-2<br>(19900-63200)    | Motor Vehicle Traffic Assistant. | i) Minimum Qualification 10 <sup>th</sup> with ITI Motor Mechanic Vehicle of two years course from any recognized Institute.<br>ii) Having driving license of Motor Cycle with Gear and Light Motor Vehicles. | i) 95% by Direct Recruitment.<br>ii) 5% by promotion from the Class VI having at least 05 years substantive service in that class.<br>iii) After being selected the candidates shall have to undergo 03 months Police Training course at any Police Training School. |
| V     | A        | Level-6C<br>(35700-113100)  | Chauffeur                        |                                                                                                                                                                                                               | 100% by promotion from Class-V Category-B having 05 years Substantive Service, as such, as per SRO-297 dated 06.07.2018. This shall be from 25% of the total number of posts of Drivers.                                                                             |

|    |   |                          |                    |                                                     |                                                                                                                                                                                          |                             |
|----|---|--------------------------|--------------------|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
|    | B | Level-4<br>(25500-81100) | Driver Grade I     |                                                     | 100% by promotion from Class-V Category-C having 05 years Substantive Service, as such, as per SRO-297 dated 06.07.2018. This shall be from 35% of the total number of posts of Drivers. |                             |
|    | C | Level-2<br>(19900-63200) | Driver-II          | Minimum<br>Maximum<br>having<br>HGV/PSV<br>license. | Matric<br>10+2<br>valid<br>driving                                                                                                                                                       | 100% by Direct Recruitment. |
| VI |   | SL-I<br>(14800-47100)    | Traffic<br>Orderly | Minimum<br>and Maximum                              | Matric<br>10+2                                                                                                                                                                           | 100% by Direct Recruitment. |

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19/3/20