

**AZAD GOVT OF THE STATE OF JAMMU & KASHMIR
SERVICES & GENERAL ADMINISTRATION DEPARTMENT**

(Regulations)

><>><<>

"Muzaffarabad"

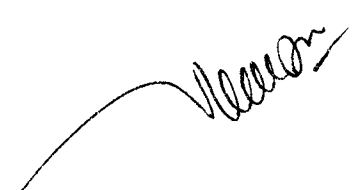
Dated: October 29, 2021

NOTIFICATION:

No.S&GAD/R/A-4(5)2021 Part-VII. In exercise of the powers conferred by Section 23 of Azad Jammu & Kashmir Civil Servants Act, 1976. the Azad Government of the State of Jammu & Kashmir is pleased to make the following rules, namely:-

1. **Short title, Extent and Commencement.**- (1) These Rules may be called the Azad Jammu and Kashmir Forests Officers Departmental Examination Rules, 2021.
(2) These shall come into force at once.
2. **Definitions.**
 - (i) **"Competent Authority"** means the appointing authority as defined in the Azad Jammu and Kashmir Civil Servants (Appointment and Conditions of Service) Rules, 1977.
 - (ii) **"Departmental Examination"**, means an examination conducted under these Rules to evaluate the professional competence and suitability of Forests Ranger BS-16 and Assistant Conservator of Forests BS-17, for promotion to the next scale/grade.
 - (iii) **"Examination Committee"**, means the Committee constituted for coordination to conduct the Departmental Examination through Kashmir Institute of Management (KIM) which shall consist of the followings:-

Secretary Forests, Wildlife, Fisheries	Chairman
Chief Conservator of Forests (Principal)	Member
Member Board of Revenue (M&E)	Member
Conservator of Forests, Muzaffarabad	Member/Secretary
 - (iv) **"Misconduct"**, means creating a situation which may hinder the smooth conduct of the Departmental Examination, conveys verbal gesture of aggression to any Examination Committee member or any other authorized officer which is nominated by the said Committee or consciously disobeys any instructions issued by the Superintendent of the examination or his staff in the examination hall.
 - (v) **"Officers"**, means the Forests Range Officer B-16 and Assistant Conservator of Forests B-17 of Azad Jammu and Kashmir Forests Department.
 - (vi) **"Unfair Means"**, means the unauthorized carriage of any material like books, notes, paper or device which can communicate any information, or verbal or gestural communication with other participant to seek or to render any information which helps in solving questions asked in paper or committing act of cheating etc.
3. (1) All officers shall have to pass the Departmental Examination in the following subjects except those who have already passed the examination before the commencement of these Rules and the Azad Kashmir Forest Service Departmental Rules, 1954:-
 - (a) Forest Law
 - (b) Procedure and Accounts (with books)
 - (c) Land Revenue and Demarcation
 - (d) Forest Management and Protection



- (2) One paper shall be set on each subject, in accordance with the prescribed syllabus as appended to these Rules.
- (3) Every Officer shall have only three (3) chances (one initial chance and two consecutive Supplementary chances) to pass the examination.
4. Examination shall be held yearly, in the month of October at Muzaffarabad on such date as may be fixed by the committee.
5. The papers shall be set out by the committee constituted by the Director General Kashmir Institute of Management (KIM).
6. The Officers who do not qualify the Departmental Examination under these Rules shall not be considered for promotion to the next scale/grade.
7. Medium for examination shall be English or Urdu.
8. Officers over 58 years of age shall be exempted from Departmental Examination.
9. Any Officer found using any unfair means to answer the questions during the Departmental Examination or misbehaving with any officer conducting the Departmental Examination, shall be considered guilty of Misconduct and shall be proceeded under the prevailing disciplinary laws. The Examination Committee shall recommend punitive proceedings against those who found guilty under these Rules.
10. The Chief Conservator of Forests (Principal), shall initiate/process the case for punitive proceeding within 30 days from the date of recommendations by the Committee under Rule 9.
11. The Director General Kashmir Institute of Management (KIM) shall act as the Controller of Departmental Examination.
12. Appendix, paper I to IV shall be the integral part of these Rules.
13. Repeal.- The Azad Kashmir Forests Service Departmental Rules, 1954 are hereby repealed.

Muhammad Younis Mir
29/X/2021
(Muhammad Younis Mir)
Additional Secretary S&GAD
(Regulations)

Copy to:-

1. Secretary to the President, Azad Jammu & Kashmir.
2. Secretary to the Prime Minister, Azad Govt. of the State of Jammu and Kashmir.
3. PSO to Chief Secretary, GoAJ&K.
4. Additional Chief Secretary (General)/Chairman Rules Committee.
5. Senior Member Board of Revenue, GoAJ&K.
6. Additional Chief Secretary, Forests, GoAJ&K.
7. Secretary, S&GAD, GoAJ&K.
8. Accountant General, Azad Jammu and Kashmir, Muzaffarabad.
9. Director General Kashmir Institute of Management, Muzaffarabad.
10. Controller, Govt. Printing Press for publication in the official Gazette.
- ✓ 11. System Administrator, S&GAD.
12. Master File.

Muhammad Younis Mir
29-X-2021
Section Officer S&GAD
(Regulations)

Annexure-I

SYLLABUS FOR FORESTS OFFICERS DEPARTMENTAL EXAMINATION

Requirements/Criteria

Time allowed	03 hours
Maximum marks	100 for each Subject
Pass marks	50% marks
Higher standard	66% marks
Total number of questions	08
Questions required to be answered	05

Paper -1 Forest Law

Marks 100

Course Outline

Part -A

(40 Marks)

Forests Regulations

- (i) The Jammu & Kashmir Forests Regulation II of 1930 as amended from time to time.
- (ii) The Jammu Forests Notice, 1912
- (iii) The Kashmir Forests Notice, 1912
- (iv) The AJK protection of Forests & Distribution of Timber Act, 1985
- (v) The Cattle Trespass Regulation No.8 of 1920

Part -B

(60 Marks)

Acts/Rules regulating the Forestry business

- (i) The AJ&K Sale and Development of Private Forest Rules, 2001 as amended from time to time
- (ii) The AJK Protection of Forests & Distribution of Timber Act, 1985
- (iii) The Closure Rules
- (iv) Rules for the transportation of timber by Land
- (v) The depot and sale Rules
- (vi) The Registration of sawing units, Wood processing units and Sale Depots Rules, 2015
- (vii) The AJ&K Sawing Unit Rules, 1990
- (viii) Procedure & Conduct in forest offence Cases 2017
- (ix) NTFP Rules 2015

Note- References: Forest Law Manual, AJ&K Forest Department

Handwritten signature and date: 29/8/2021

Annexure-II

Paper-II Forest Accounts & Procedure

Marks 100

Course Outlines

- (i) Code of Instructions for the conduct of office Business and the Regulation of Accounts in the Forests Department Jammu & Kashmir Government;
- (ii) Roles and Responsibilities of the Drawing and Disbursing Officer;
- (iii) AJ&K Civil Servants Act, 1976;
- (iv) AJ&K Civil Servants (Appointment & Conditions of Service) Rules, 1977;
- (v) The AJ&K Civil Servants (Efficiency & Discipline) Rules, 1977
- (vi) AJ&K Civil Servants Revised Leave Rules, 1983;
- (vii) AJ&K Civil Services Pension Rules, 1971;
- (viii) Delegation of Financial Power Rules, 2011;
- (ix) Delegation of Administrative Power Rules, 2011;
- (x) Forest Audit Code

Note: Reference materials:

- Code of Instructions for the conduct of office Business and the Regulation of Accounts in the Forest Department Jammu & Kashmir Government with Forms, Daya Enterprises, Exchange Road, Jammu. (Sanctioned under C.O. No. 397C of 1947).
- Audit Manual, 1991: Ideal Books, 43-Lower Mall, Lahore.
- A Hand Book for Drawing and Disbursing Officers: Ideal Books, 43-Lower Mall, Lahore.
- Combined Set of FR & SR : The Ideal Publishers; Post Box No. 3514, Karachi-74800.

Handwritten signature and date: 29/11/2021

Annexure-III

Paper-III Land Revenue & Demarcation

Marks 100

Course Outline

Part-A

(40 Marks)

Land Revenue

- (i) The West Pakistan Land Revenue Act, 1967
- (ii) The Land Acquisition Act, 1894

Part-B

(60 Marks)

Demarcation

- (i) Demarcation of Forests (Amendment.) Rules, 1973
- (ii) The Rules for Acquisition and Demarcation of small plots held by Zamindars within Forests, 1917.
- (iii) Rules for Demarcation of Forests 1914
- (iv) AJ&K Grant of Khalsa Wasteland as Shamlat Deh Act, 1966
- (v) The Formation of village Forest 1934
- (vi) Regulation of Nautors within Forest, 1988
- (vii) The AJK Grant of Khalsa land (Ground Rent and Lease) Rules, 1985
- (viii) Regulation of Illicit Nautors (G.O no. 282/57)

Note: Reference material is available in the record of Forests Offices of AJ&K Forest Department.

- The Land Laws of Azad Jammu and Kashmir: The Board of Revenue Azad Jammu and Kashmir, Muzaffarabad.
- Forest Law Manual: Azad Jammu and Kashmir Forest Department, Muzaffarabad.

Handwritten signature and date: 29/09/2021

Annexure-IV

Paper-IV Forest Management & Protection

Marks 100

Course Outline

Part-A

(40 Marks)

Concept of Forest Management

- (i) Scope of Forest Management
- (ii) Management Techniques and Silvicultural system for all forest types of AJ&K
- (iii) Impacts of Management Plans implemented since 1948
- (iv) Scope of NTFPs and its management in AJ&K
- (v) Concept of sustainable Yield

Part-B

(60 Marks)

Forests Protection

- (vi) Threats to the Forests of AJ&K
- (vii) Protection of Forests from fire, insects, Pathogens, illicit damage
- (viii) Illicit transportation of Forest produce
- (ix) Business of Forest products
- (x) Protection of Forest land
- (xi) Satisfaction of public demands for Forest products

Note: Reference material is available in the record of Forest Offices of AJ&K Forest Department.

- Forest Management by Khattak, G.M. PFI, Peshawar.
- Manual of General Silviculture by Champion Seth and Khattak

WALON
29/11/2021