

**AZAD GOVERNMENT OF THE STATE OF JAMMU & KASHMIR**  
**SERVICES AND GENERAL ADMINISTRATION DEPARTMENT**  
**(Regulations)**

“Muzaffarabad”  
Dated: October 13<sup>th</sup>, 2022

**NOTIFICATION:**

S&GAD/R/A-4(526)2022: In exercise of the powers conferred by Section 23 of the Azad Jammu & Kashmir, Civil Servants Act, 1976, the President, Azad Jammu & Kashmir is pleased to make following amendments/substitutions in the Azad Jammu & Kashmir “ Extension Services Management Academy (ESMA) Service Rules 2001” Vide Notification No. S&GAD/R/A-(4) PART-II/99 Dated 14.12.2001.

2. In the aforesaid Rules, in the Schedule, Serial Nos.1-A, 4, 5, 6, 7, 9, 12, 13, 14, 16, 17, 17-A, 19, 25, 26, 28, 30, 31, 32, 33 shall be substituted as under and existing Serial Nos. 18, 20, 24, 21 shall be renumbered as 14-A, 14-B, 15-A, 15-B respectively:-

3. In the aforesaid Rules, in the Schedule, a new Serial 32-A is inserted as follow:-

Sr. No.	Name of the Department	Functional Unit	Name of the post with Grade	Appointing Authority	Minimum Qualification for Appointment By		Method of Recruitment	Age of initial Recruitment		Examination /Training other conditions for confirmation
					Initial Recruitment	Promotion		Min.	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1-A	Extension Services Management Academy (ESMA)	Teaching	Director ESMA BPS-19	Government	-	B.Sc. (Hons.) Agriculture OR D.V.M/B.Sc. (Hons.) Animal Husbandry/ B.Sc. Agricultural Engineering.	i. By Promotion on the basis of seniority cum fitness from amongst the Officers BPS-18 already working in ESMA with 12 years' service in BPS-17 and above, having qualification as per Col. No. 07. OR ii. By transfer of a suitable officer of BPS-19 from Department of Agriculture/Livestock & Dairy Development Department having qualification as per Col. No. 07.	-	-	Mid-Career Management Course (MCMC).
4.	-do-	-do-	Senior Instructor BPS-18	Minister In-charge	-	B.Sc. (Hons.) Agriculture OR D.V.M/B.Sc. (Hons.) Animal Husbandry/ B.Sc. Agricultural Engineering	i. By Promotion on the basis of seniority cum fitness from amongst the Instructors BPS-17/ Lady Extensionist(s) BPS-17 having qualification as per Col. No. 07 with at least 5 years' service in BPS-17. OR ii. By transfer of a suitable officer of BPS-18 from Department of Agriculture/ Livestock & Dairy Development Department having qualification as per Col. No. 07.	-	-	-



5.	Extension Services Management Academy (ESMA)	Teaching	Instructor BPS-17 (Plant Protection/Entomology/Plant Pathology).	Minister In-charge	B.Sc. (Hons.) Agriculture in Plant Protection/Entomology/Plant Pathology.	As per col.8	i. By initial recruitment having qualification as per Col. No. 6. OR ii. By transfer of a suitable officer of BPS-17 from Department of Agriculture having qualification as per Col. No. 06.	21	35	-
6.	-do-	-do-	Instructor BPS-17 (Soil Science/ Agronomy)	Minister In-charge	B.Sc. (Hons) Agriculture in Soil Science OR B.Sc. (Hons.) Agriculture in Agronomy.	As per col.8	i. By initial recruitment having qualification as per Col. No. 6. OR ii. By transfer of a suitable officer of BPS-17 from Department of Agriculture having qualification as per Col. No. 06.	21	35	
7.	-do-	-do-	Instructor BPS-17 (Agricultural Engineering)	Minister In-charge	B.Sc. Agricultural Engineering.	As per col.8	i. By initial recruitment having qualification as per Col. No. 6. OR ii. By transfer of a suitable officer of BPS-17 from Department of Agriculture having qualification as per Col. No. 06.	21	35	
9.	-do-	-do-	Instructor BPS-17 (Livestock)	Minister In-charge	D.V.M/B.Sc. (Hons.) Animal Husbandry	As per col.8	i. By initial recruitment having qualification as per Col. No. 6. OR ii. By transfer of a suitable officer of BPS-17 from Livestock & Dairy Development Department having qualification as per Col. No. 06.	21	35	
12.	-do-	Ministerial	Administrative Officer BPS-16	Minister In-charge	-	-	i. 60% by promotion on the basis of seniority cum fitness from amongst the Senior Scale Stenographers B-16 with 3 three years' service as such in ESMA. ii. 40% by promotion on the basis of seniority cum fitness from amongst the Head Clerks B-16 with 3 three years' service as such in ESMA OR iii. By transfer of administrative officer BPS-16 from Department of Agriculture/Livestock and Dairy Development Department.	-	-	
13.	-do-	-do-	Senior Scale Stenographer BPS-16	Minister In-charge	Graduate (2 <sup>nd</sup> Div.) with a speed of 100/40 WPM in Shorthand/Typing English and a speed of at least 80/35WPM in Urdu Shorthand/Typing Respectively.	As per col.8	By initial recruitment having qualification as per Col. No.6.	21	35	
14.	-do-	-do-	Head Clerk BPS-16	Minister In-charge	-	As per Col. 8	By promotion on the basis of seniority cum fitness from amongst the Senior Clerk B-14 having at least 3 years service as such in ESMA.	-	-	
14-A.	-do-	Technical	Artist BPS-16	Minister In-charge	Bachelor Degree 2 <sup>nd</sup> Division in Arts & Design from a recognized University.	Graduate Second Division with 09 years' experience in the relevant field.	i. By promotion amongst the Artist B-8 having qualification as per Col. No. 07 with 09 years' experience in the relevant field. ii. If none is available then by initial recruitment having qualification as per Col. No. 06.	21	35	

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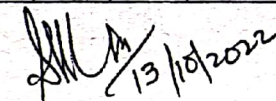
14-B.	Extension Services Management Academy (ESMA)	Ministerial	Senior Clerk BPS-14	Secretary Concerned	-	As per Col. 8	By promotion on the basis of Seniority cum fitness from amongst the Junior Clerks B-11 having at least 4 years service as such.	-	-	
16.	-do-	Technical	Librarian BPS-11	Director General	Bachelor Degree in Library Sciences (BLS) 2 <sup>nd</sup> Division from a recognized University.	As per col. 8.	By initial recruitment having qualification as per Col. No. 06.	21	35	
15-A	-do-	Ministerial	Junior Clerk BPS-11	Director General	Graduate (2 <sup>nd</sup> Div.) with a typing speed of 45/40 WPM in English & Urdu respectively.	Graduate 2 <sup>nd</sup> Division with a typing speed of 45/40 WPM in English & Urdu respectively.	i. 80% by initial recruitment as per Col. No. 06. ii. 20% by promotion on the basis of seniority and merit cum fitness from amongst the officials of the department in BS-1 to BS-9 possessing minimum qualification as per Col. No. 7.	21	35	
15-B.	-do-	Technical	Field Assistant BPS-11	Director General	Matric Science 2 <sup>nd</sup> Division with 3 years Diploma in Agriculture Sciences (DAS).	Matric with 3 years Diploma in Agriculture Sciences (DAS).	i. 80% by initial recruitment as per Col. No. 6. ii. 20% by promotion on the basis of Seniority and merit cum fitness from amongst the Officials of the Department in BS-1 to BS-9 possessing the minimum qualification as per Col. No. 07.	21	35	
17.	-do-	Supporting Staff	Qari BPS-9	Director General	i. Certificate in Shadat-e-Almia from Wafaq-ul-Madaras/Tanzeem-ul-Madaras Pakistan.	As per Col. 8	By initial recruitment having qualification as per Col. No. 06.	21	35	
17-A.	-do-	Technical	Lab. Assistant BPS-9	Director General	Matric Science 2 <sup>nd</sup> Division with 3 years Diploma in Agriculture Sciences (DAS) OR 02 years Livestock Assistant Diploma (LAD).	Matric Science with 4 years' experience in the relevant field.	i. By promotion amongst the Lab. Assistant B-6 having qualification as per col.7 with 04 years' experience in the relevant field ii. If none is available then by initial recruitment having qualification as per Col. No.06.	21	35	
19.	-do-	-do-	Photographer BPS-8	Director General	i. F.A / F.Sc. 2 <sup>nd</sup> Div. having Diploma/ Certificate in the relevant field from a recognized Institution. ii. 2 years' experience in the relevant field.	As per Col. 8	By initial recruitment having qualification as per Col. No. 06.	21	35	
25..	-do-	-do-	Budder BPS-5	Director General	-	As per Col. 8	By promotion on the basis of seniority and merit cum fitness from amongst the Malies/Baildars having 5 years' experience in the relevant field.	-	-	
26.	-do-	-do-	Pump Operator BPS-3	Director General	Matric with Diploma/Certificate in the relevant field.	Matric with Diploma/Certificate in the relevant field.	i. 50 % by initial recruitment having qualification as per Col. No. 6. ii. 50 % by promotion from Officials BS-1 of ESMA having qualification as per Col. No. 7.	21	35	
28.	-do-	Supporting Staff	Cook BPS-1 or 3	Director General	Middle with 2 years' experience in cooking.	As per Col. 8	By initial recruitment having qualification Middle with 2 years' experience in cooking as per Col. No. 6.	21	35	

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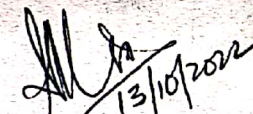
30.	Extension Services Management Academy (ESMA)	Supporting Staff	Mali/Baildar BPS-1	Director General	Literate	As per Col. 8	By initial recruitment as per Col. No. 6.	21	35	
31.	-do-	-do-	Chowkidar BPS-1	Director General	Primary	As per Col. 8	By initial recruitment as per Col. No. 6.	21	35	
32.	-do-	-do-	Hostel Attendant/ Waiter BPS-1	Director General	Primary	As per Col. 8	By initial recruitment as per Col. No. 6.	21	35	
32-A.	-do-	-do-	Animal Attendant BPS-1	Director General	Literate	As per Col. 8	By initial recruitment as per Col. No. 6.	21	35	
33.	-do-	-do-	Sweeper BPS-1	Director General	Literate with 2 years professional experience.	As per Col. 8	By initial recruitment as per Col. No. 6.	21	35	



Section Officer (Regulations)

## Copy to:

1. Secretary to the President, Azad Jammu & Kashmir Muzaffarabad.
2. Secretary to the Prime Minister, Azad Government of the State of J&K, Muzaffarabad.
3. The Chief Secretary, Azad Government of the State of J&K, Muzaffarabad.
4. The Additional Chief Secretary (General) Chairman Rules Committee.
5. The Secretary S&GAD.
6. The Secretary Agriculture, Livestock, Irrigation & ESMA.
7. The Accountant General, Azad Jammu & Kashmir.
8. The Controller Govt. Printing Press for Publication in the extra-ordinary Gazette.
9. System Administrator, S&GAD.
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