

# HIGH COURT OF JAMMU AND KASHMIR AT SRINAGAR

(Office of the Registrar General at Srinagar)

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## ORDER

No: 303

Dated: 16-07-2015

In the interest of Administration, following transfers and adjustments of officers/officials of the High Court Main Wing are hereby made:

1. Shri Mohammad Yasin Beigh, Joint Registrar (Administration), High Court Main Wing is assigned the work of Gazetted Section. He shall also look after the Legal and RTI Sections, in addition to his own duties.
2. Shri Gh. Mohammad Parray, Joint Registrar, High Court Main Wing is assigned the work of Non-Gazetted, Statistical, Legal Practitioners and Supreme Court Sections.
3. Shri Fayaz Ahmad Wani, Chief Accounts Officer, High Court Main Wing shall look after all accounts, financial and infrastructural matters etc. of High Court and Subordinate Courts. He shall also look after any other matter assigned to him by the Registrar General.
4. Shri Ram Singh, Deputy Registrar, High Court Main Wing, is assigned the work of Accounts Section. He shall also look after Non-Gazetted Section, in addition to his own work.
5. Shri Permod Kumar, Deputy Registrar, High Court Main Wing is assigned the work of Gazetted, Infrastructure and RTI Sections. He shall also look after Legal Section and Legal Practitioners Section, in addition to his own work.
6. S. Trilok Singh, Assistant Registrar, High Court Main Wing is assigned the work of Non-Gazetted, Statistical and RTI Sections.
7. Shri Baljeet Kumar, Head Assistant, Non-Gazetted Section, High Court Main Wing shall work in the Infrastructure Section.
8. Shri Mohammad Shafi Ahangar, Head Assistant, Gazetted Section, High Court Main Wing, shall work in the Legal Practitioners Section vice Shri Shahji Bhat, H.A.
9. Shri Imtiyaz Ahmad Wani, Nazir/Head Assistant, High Court Main Wing shall work as Head Assistant in the Supreme Court Section.

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10. Shri D.K. Razdan Head Assistant posted in the office of Registrar Vigilance, is transferred and posted as Nazir/H.A in the Main Wing vice Shri Imtiyaz Ahmad Wani, H.A.
11. Shri Shahji Bhat, Head Assistant, Legal Practitioners Section, High Court Main Wing, is transferred and posted in the office of Registrar Vigilance vice Shri D.K. Razdan, H.A.
12. Shri Suhail Maqbool, Senior Assistant, High Court Main Wing, shall work in the Gazetted Section.
13. Shri Manjeet Singh, Junior Assistant, , High Court Main Wing, shall work in the Infrastructure Section.
14. Shri Imtiyaz Ahmad Najar, Compositor/J.A, Supreme Court Section, High Court Main Wing, shall work in the Non-Gazetted Section.

Now, in view of this order the position of different sections of the Registry shall be as under:

<u>S.NO.</u>	<u>Name of the Officer/Official</u>	<u>Designation</u>
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**Personal Section of Office of Registrar General**

- |                       |                                    |
|-----------------------|------------------------------------|
| 1. Sh. Surinder Kumar | P.A.-cum-Senior Scale Stenographer |
| 2. Sh. Jagdesh Kumar  | Driver                             |
| 3. Sh. Abdul Majid    | Orderly                            |
| 4. Sh. Dewan Chand    | Orderly                            |
| 5. Sh. Papu Ram       | Process Server (Lower Court)       |

**Gazetted Section**

- |                             |                                 |
|-----------------------------|---------------------------------|
| 1. Sh. Mohammad Yasin Beigh | Joint Registrar(Administration) |
| 2. Sh. Permod Kumar,        | Deputy Registrar                |
| 3. Sh. ----                 | Assistant Registrar             |
| 4. Sh. ----                 | Section Officer                 |
| 5. Sh. Pawan Kumar Sharma,  | Head Assistant                  |
| 6. Sh. Altaf Hussain Khan   | Head Assistant                  |
| 7. Sh. Suhail Maqbool       | Senior Assistant                |
| 8. Sh. M. Zubair Khatana    | Junior Assistant                |
| 9. Sh. Feroz Ahmad Ganaie   | Orderly                         |

**Non-Gazetted Section**

- |                               |                     |
|-------------------------------|---------------------|
| 1. Sh. Ghulam Mohammad Parray | Joint Registrar     |
| 2. Sh. Ram Singh              | Deputy Registrar    |
| 3. Sh. Trilok Singh           | Assistant Registrar |
| 4. Sh. Syed Shamim Ahmad      | Section Officer     |

Wani  
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5. Sh. Nazir Ahmad Ganaie	Head Assistant
6. Sh.	Senior Assistant
7. Sh. Imtiyaz Ahmad Najar	Compositor/Junior Assistant
8. Sh. Feroz Ahmad Ganaie	Orderly

### Legal Practitioners Section

1. Sh. Ghulam Mohammad Parray	Joint Registrar
2. Sh. Permod Kumar	Deputy Registrar
3. Sh. Nazia Chowhan	Reader
4. Sh. Mohammad Shafi Ahangar	Head Assistant
5. Mrs. Tahira Parveen	Senior Assistant
6. Sh. ----	Junior Assistant
7. Sh. Aijaz Ahmad Dar	Orderly

### Statistical Section

1. Sh. Ghulam Mohamad Parray	Joint Registrar
2. Sh. ----	Deputy Registrar
3. Sh. Trilok Singh	Assistant Registrar
4. Sh. Altaf Hussain Wani	Section Officer
5. Sh. Kuldeep Singh	Head Assistant
6. Sh. Syed Gulzar	Head Assistant
7. Sh. Kewal Krishan	Senior Assistant (Lower Court)
8. Sh. Abdul Rashid Malik	Junior Assistant
9. Sh. Kaka Ram	Orderly

### Supreme Court Section

1. Sh. Ghulam Mohammad Parray	Joint Registrar
2. Sh. -----	Deputy Registrar
3. Mrs. Nazia Chowhan	Reader
4. Sh. Syed Shamim Ahmad	Section officer
5. Sh. Imtiyaz Ahmad Wani	Head Assistant
6. Sh. ----	Senior Assistant
7. Sh. -----	Junior Assistant
8. Sh. Aijaz Ahmad Dar	Orderly

### Legal Section

1. Sh. Mohammad Yasin Beigh	Joint Registrar (Administration)
2. Sh. Permod Kumar	Deputy Registrar
3. Mrs. Nazia Chowhan	Reader
4. Sh. Syed Shamim Ahmad	Section Officer
5. Sh. Bashir Ahmad Beigh	Head Assistant
6. Sh. Farooq Ahmad Dar	Senior Assistant
7. Sat Pal Singh	Restorer

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### Accounts Section

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|--------------------------|--|
| 1. Sh. Fayaz Ahmad Wani  | Chief Accounts officer                 |
| 2. Sh. Ram Singh         | Deputy Registrar                       |
| 3. Sh. ---               | Assistant Registrar                    |
| 4. Sh. ---               | Section Officer                        |
| 5. Sh. Mohammad Younis   | Head Assistant                         |
| 6. Sh. D.K. Razdan       | Nazir/Head Assistant                   |
| 7. Sh. M. Anwar Shah     | I/C Stationery and Assistant Nazir/J.A |
| 8. Sh. Abdul Rashid Koka | Junior Assistant                       |
| 9. Sh. Reyaz Ahmad Hajam | Orderly                                |

### Infrastructure Section

- |                          |                        |
|--------------------------|------------------------|
| 1. Sh. Fayaz Ahmad Wani  | Chief Accounts officer |
| 2. Sh. Permod Kumar      | Deputy Registrar       |
| 3. Sh. ---               | Assistant Registrar    |
| 4. Sh. ---               | Section Officer        |
| 5. Sh. Baljeet Kumar     | Head Assistant         |
| 6. Sh. Manjeet Singh     | Junior Assistant       |
| 7. Sh. Reyaz Ahmad Hajam | Orderly                |

### Righ To Information Section (RTI)

- |  |                                   |
|--|-----------------------------------|
| 1. Sh. Mohammad Yasin Beigh<br>Joint Registrar(Administration) | Public Information Officer(P.I.O) |
| 2. Sh. Permod Kumar<br>Deputy Registrar                        | Asstt.Public Information Officer  |
| 3. Sh. Trilok Singh  | Assistant Registrar               |
| 4. Sh. Syed Shamim Ahmad                                       | Section Officer                   |
| 5. Sh. Bashir Ahmad Beigh                                      | Head Assistant                    |
| 6. Sh. Farooq Ahmad Dar  | Senior Assistant                  |
| 7. S. Sat Pal Singh  | Restorer                          |

### Record Section

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|-----------------------------|-----------------|
| 1. Sh. Mohammad Akber Mir   | Section Officer |
| 2. Sh. Mohammad Jabar Reshi | Orderly         |

### Receipt and Dispatch Section

- |                           |                    |
|---------------------------|--------------------|
| 1. Sh. Firdous Ahmad Sofi | Dispatch Clerk/J.A |
| 2. Sh. Choor Singh        | Receipt Clerk/J.A  |
| 3. S. Netar Singh         | Orderly            |
| 4. S. Veer Bhadur Singh   | Orderly            |
| 5. S. Jatinder Singh      | Orderly            |

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Photostat Section

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|---------------------------|---------------------|
| 1. Sh. Ashiq Hussain      | Photostat Assistant |
| 2. Sh. Mohammad Shafi Dar | Orderly             |

Office of Registrar Vigilance

- |                             |                           |
|-----------------------------|---------------------------|
| 1. Sh. Shahji Bhat          | Head Assistant            |
| 2. Sh. Bhuta Ram            | Junior Scale Stenographer |
| 3. Sh. Sunil Kumar          | Driver                    |
| 4. Sh. Mohammad Haneef Bhat | Nazir/Junior Assistant    |
| 5. Sh. Piary Lal            | Orderly                   |
| 6. Sh. Atta Mohammad Suhail | Orderly                   |
| 7. Sh. Manjeet Singh        | Orderly                   |

Pr. Secretary Section

- |                              |   |
|------------------------------|---|
| 1. Sh. Kewal Krishan Sharma  | Assistant Registrar/<br>Asstt. Public Information Officer |
| 2. Sh. Showkat Hussain Qadri | Head Assistant  |
| 3. Sh. Javaid Ahmad Wani     | Steno Typist  |
| 4. Sh. Rajesh Dutt           | Senior Assistant (Lower Court)                            |
| 5. Sh. Nasir Ali Mir         | Junior Assistant  |
| 6. Sh. Aijaz Ahmad Bhat      | Driver  |
| 7. Sh. Shadi Lal             | Process Server (Lower Court)                              |
| 8. Sh. Fayaz Ahmad Kumar     | Orderly   |
| 9. Sh. Showkat Ali Ganaie    | Orderly   |
| 10. Sh. Kamal Kumar          | Orderly   |

Note: The other officials/officers not mentioned above, if any, shall continue to perform their duties on their present postings.

*Kaneez Fatima*  
16-7-2015  
(Kaneez Fatima)  
Registrar General

NO: 7444-53/N G

Dated: 16-07-2015

Copy to the:-

1. Registrar Vigilance, High Court of J&K, Srinagar
2. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K
3. Chief Accounts Officer, High Court Main Wing.  
.....for information and necessary action.
4. All concerned.

S/Shri \_\_\_\_\_, for compliance.

5. Incharge NIC, High Court of J&K.

...for information and n/a

*Mohammad Yasin Beigh*  
(Mohammad Yasin Beigh)  
Joint Registrar  
(Administration)

15-07-15