

HIGH COURT OF JAMMU & KASHMIR AND LADAKH
(Office of the Registrar General at Jammu)

ORDER

No.: 1592 of 2022/RG

Dated: 25.11.2022

In exercise of the powers conferred upon Hon'ble the Chief Justice, in terms of the Rule 6 of the Jammu and Kashmir High Court Staff (Conditions of Service) Rules, 1968, His Lordship, Hon'ble the Chief Justice after consideration of various representations submitted by Junior Scale Stenographers/Steno Typists, Graduate Class IV employees and Restorers of the High Court of J&K and Ladakh, His Lordship, Hon'ble the Chief Justice has been pleased to substitute the existing modes and manners of appointment and promotion of Senior Scale Stenographers/Junior Scale Stenographers and Junior Assistants in the High Court of Jammu & Kashmir and Ladakh, in partial modification to the High Court Order No. 579 dated 24.10.2008, as per **Annexure- "A"** of this order.

By Order

(Sanjeev Gupta)
Registrar General

No: 41149-75 /RG/GS

Dated: 25.11.2022

Copy of above forwarded to the:

1. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K and Ladakh.
2. Secretary to Hon'ble Mr./Mrs. Justice _____
..... for information of their Lordships.
3. Registrar Vigilance, High Court of J&K and Ladakh, Srinagar.
4. Director, J&K Judicial Academy, Srinagar.
5. Registrar Inspection, High Court of J&K and Ladakh, Jammu/Srinagar.
6. Registrar Rules, High Court of J&K and Ladakh, Srinagar.
7. Registrar Judicial, High Court Wing, Jammu/Srinagar.
8. Registrar Computer (I.T), High Court of J&K and Ladakh.
9. Registrar Adm./Recruitment, High Court Main Wing, Jammu/Srinagar.
10. Director Finance, High Court of J&K and Ladakh, Jammu.
..... for information and necessary action.
11. CPC, e-Courts, High Court of J&K and Ladakh, Jammu for uploading the same on the official website of the High Court.
12. Incharge Library, High Court Wing Jammu/Srinagar for information and keeping the record of the same.
13. Order file.

Registrar General

Annexure- "A"

Name of the Post	Mode of Appointment/ Recruitment/Promotion	Minimum Qualification required	Method and Minimum Experience, if any, required
Senior Scale Stenographer	<p>A) 50% by direct recruitment on the basis of English Shorthand and type - writing test with minimum per minute speed of 80 words and 40 words respectively.</p> <p>B) 50% by promotion from amongst Junior Scale Stenographers of the establishment.</p>	<p>Graduation from any recognized University and Diploma in Stenography recognized by the state Govt.</p> <p align="center">-Do-</p>	<p>i) 25% vacant posts be filled up from amongst the Junior Scale Stenographer, who have not less than two years experience as such, subject to clearance of English shorthand and type-writing test with minimum per minutes speed of 80 words and 40 words respectively.</p> <p>ii) 25% vacant posts be filled up from amongst the Junior Scale Stenographers as per seniority, who, in any case, having not less than five years experience as such subject to fulfillment of other parameters of Service.</p>
Junior Scale Stenographer	<p>A) 60% by direct recruitment on the basis of English Shorthand and type-writing test with minimum per minute speed of 70 words and 35 words respectively.</p>	<p>Graduation from any recognized University and Diploma in Stenography recognized by the state Govt.</p>	

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	B) 40% by promotion from amongst Steno-Typists of the establishment.	-Do-	<p>i) 20% vacant posts be filled up from amongst the Steno-Typists, who have not less than two years experience as such, subject to clearance of English shorthand and type-writing test with minimum per minutes speed of 70 words and 35 words respectively.</p> <p>ii) 20% vacant posts be filled up from amongst the Steno-Typists as per seniority, who, in any case, having not less than five years experience as such subject to fulfillment of other parameters of Service.</p>
Junior Assistant	<p>A) 60% by direct recruitment.</p> <p>B) 20% by promotion amongst the Graduate Class IV employees and Restorers of the establishment as per seniority-cum-merit.</p> <p>C) 20% by promotion amongst the Matriculate Class IV employees of the establishment as per seniority-cum-merit.</p>	<p>A) Graduation from the recognized University.</p> <p>B) Graduation from the recognized University.</p> <p>C) Matriculation.</p>	<p>Three Years.</p> <p>Five Years.</p>