



**THE ADMINISTRATION OF UNION TERRITORY OF LADAKH
GENERAL ADMINISTRATION DEPARTMENT**

Civil Secretariat UT Ladakh

Phone No. 01982-257561 (0), Fax No. 257435, E-mail Id: comsecyutladakh@gmail.com

Subject: Policy on transfer/posting of employees of the Administration of Union territory of Ladakh.

Order No. 47 -LA(GAD) of 2020

Dated: 31.07.2020

Whereas the transfer/posting of officers/officials in Ladakh was governed by the transfer policy issued by the erstwhile state of J&K.

2. Whereas, the transfer policy issued by the erstwhile state of J&K has not prescribed the terms and conditions including those related to transfers and postings of the employees deemed to be transferred to the LAHDCs.

3. Now, therefore, in exercise of powers vested under Section 40 and 51 of the LAHDC Act, 1997(AA:2018) and in supersession of all previous orders and circular instructions pertaining to transfer/posting of employees, it is hereby ordered that the Departments/CEO's of Autonomous Councils shall make transfer of employees of the Administration of the UT of Ladakh strictly in conformity with the transfer policy forming **Annexures** to this order.

By order of the Lieutenant Governor.

Sd/-

**(Rigzian Sampheal), IAS
Commissioner/Secretary
General Administration Department**

Dated:- 31/07/2020

No:-LA/GAD(Order)UTL/2020 (01)

1. Deputy Commissioner/CEO, LAHDC, Leh/ Kargil.
2. All Directors/ Chief Engineers/Registrar UOL, of UT Ladakh.
3. OSD to Hon'ble Lt. Governor, Ladakh for information of Hon'ble Lt. Governor.
4. OSD to Secretary/Divisional Commissioner for information of Secretary Ladakh.
5. OSD to Administrative Secretary, Law Department for information of Administrative Secretary.
6. OSD to Administrative Secretary, (PDD) Department for information of Administrative Secretary.
7. District Informatics Officer, NIC, Ladakh for uploading on the UT Website.
8. Private Secretary to Hon'ble CECs, LAHDCs for information of Hon'ble CECs.
9. OSD to Commissioner/ Secretary, GAD, for information of Commissioner/ Secretary.
10. Order file / Office file.


**(Sonam Chhosdon)
Under Secretary
General Administration Department**

ANNEXURE

Policy for Transfer/Posting of Employees of the Administration of UT Ladakh.

I. General Principles:

1. It shall be imperative for all authorities, vested with powers to effect transfer/postings, to maintain an up to date database (preferably electronic) of the employees for effective implementation of transfer guidelines. The CEO of LAHDC's shall submit the consolidated report of transfers made as well as vacancy position every month to the UT Administration by 5th of the succeeding month.
2. Transfers will be made only in the interest of Administration. The convenience of the employees may also be considered provided it does not affect the interest of Administration.
3. Notwithstanding the delegation of powers to any authority, the UT Administration can transfer officers/officials of any cadre, level, and department in the interest of Administration.
4. The UT Administration reserves the right to modify, change, hold in abeyance or cancel any transfer order made by any authority, in the interest of Administration.
5. The transferring authorities should ensure that the posts in the peripheries are filled first.
6. Attachments should not be made under any circumstances.
7. Mutual transfers may be considered at the time of general transfers if in the interest of Administration, provided the applicants submit their consent in writing.
8. Persons with Disabilities (PwD) may be given convenient posting subject to availability of posts.
9. Where both the husband and wife are in Government Service, they may be posted conveniently as far as possible subject to availability of posts and keeping in consideration the interest of Administration as well.
10. Posting of employees having children with special need (CWSN) be considered as per their choice to a place of posting which is likely to be of some help to the parents in taking care of such a child. While administratively it may not be possible to post each of such employees at their place of choice, the transferring authority may

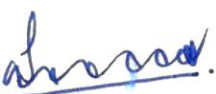


take a sympathetic view on the merits of each case and accommodate such requests for posting to the extent possible.

11. Transfer/Posting of outsourced employees of all categories are to be made only with the prior approval of Administration of UT. Since outsourced employees are not government employees, they shall not be covered under this delegation of powers.
12. Orders once issued must be strictly complied with and if it is considered that any order requires modification for some compelling reason, it shall be done after obtaining approval of the next higher authority. Reversal of transfer orders once made must be a very rare event and to be resorted to only in exceptional cases for which reasons shall be recorded in writing in the transfer order.
13. The controlling officer responsible for relieving the transferred official will be responsible for compliance of the transfer order.
14. No Government employee shall bring or attempt to bring any political or other outside influence to bear upon any superior authority for his/ her transfer orders.

II. Calendar for Transfer/Posting:

1. All annual transfer orders shall ordinarily be issued in the first month of financial year i.e. April every year excluding the transfers of the teaching staff.
2. Transfer of teaching staff shall be made during winter vacation and the transfer order should be issued by or before the 20th of February every year. There should be no mid-term rationalisation/internal adjustment/individual transfer order. For any individual transfers, if effected in case of extreme urgencies, reasons should be recorded in writing in the transfer order and the order should be a speaking order.
3. In case of Divisional Cadre Post(s), the Directors/Head of the Departments at Divisional level vested with the powers to effect inter-district transfers shall issue the orders of transfer in the first week of financial year i.e April. The CEO's of LAHDCs will effect transfers in case of Divisional Cadre Post(s) delegated to them only after the issuance of inter-district transfers by the Directors/Head of the Departments at the Divisional level.



4. Persons returning from leave, training or on revocation of suspension or on promotion shall be adjusted against vacant posts during the non-transfer period as far as possible.
5. Where the officer/officers who are to move first are indicated, they shall handover the charge of their offices within seven days of the issue of the order. In case, the charge is not handed over on the expiry of seven working days, it shall be deemed to have been handed over automatically. This provision will not, however, apply to such cases where there are specific instructions for giving immediate effect to the transfers.

III. Tenure of Postings

1. The minimum tenure of a Government employee on a post shall be two years and a maximum of three years.
2. The maximum tenure of posting in respect of officers/officials working on important projects which are required to be completed in a time bound manner, may be extended up to five years, one year at a time, if continuation of any officer is considered necessary. Specific orders for retention of the officer beyond permissible limit shall be issued with the approval of Administration of UT.
3. Premature transfers wherever unavoidable will be made in the interest of Administration. All authorities vested with the powers to effect transfers shall have to take approval of the Administration of UT in case of premature transfers. In case of premature transfers by LAHDCs, the CEO should after the finalization of approval by the Executive Council, forward the proposal to General Administration Department for taking approval of Administration of UT.
4. A government employee holding any post may be transferred even before the completion of minimum tenure if:-
 - a. the performance of the employee is found to be below job requirement, if there are grounds for initiating enquiry or disciplinary proceedings against him/her; or
 - b. It is not in public interest or in the interest of administration to allow the employee to continue on a post for a full tenure; or
 - c. The transfer is sought on health grounds supported by medical certificates issued by the duly constituted Medical Boards. Such transfer shall be made only with the prior approval of Administration of UT.
5. An officer/official holding a Divisional or UT cadre post, can become due for inter district transfer, if he or she has remained posted in one district continuously for a period of four (04) year.



IV. Delegation of powers for making transfer/posting.

The following delegation of powers of transfer/postings is hereby made:

S.No	Class of Employees	Authority to whom delegated/Competent Authority.
1.	District Cadre Post(s).	Chief Executive Officer of the respective LAHDC with the prior approval of the Executive Council. List of District Cadre Posts annexed as Annexure "A".
2.	Divisional Cadre Post(s).	i. Chief Executive Officers of the respective LAHDC with the approval of Executive Council in respect of posts annexed as Annexure "B" to this transfer policy. ii. Inter-District transfers in respect of all Divisional Cadre Post(s) shall be made by the Director/Divisional Head of the Department. iii. The Directors will effect intra- district transfers in respect of Divisional cadre posts, excluding posts listed in Annexure "B".
3.	UT Cadre Post(s)	i. UT Administration. ii. Chief Executive Officers of the respective LAHDC with the approval of the Executive Council in respect of post(s) annexed as Annexure "C" to this order. iii. Inter-District transfers in respect of level-8 to level 10-A posts will be made by the Directors/Head of the Departments with the approval of the Administrative Departments.

- V. All transfers in respect of posts not covered under the above delegation will be made by the UT Administration.


31.07.2020
Under Secretary
General Administration Department

ANNEXURE "A"

S.No.	Name of the Post	Pay Scale/Level	Cadre	Number of posts
Animal Husbandry (Subordinate/Non-Gazetted) Service				
1.	Veterinary Pharmacist/ Equivalent	L-4 (25500-81100)	District	60
2.	Junior Assistant	L-4 (25500-81100)	District	12
3.	Driver	L-2(19900-63200)	District	11
4.	Mechanic	L-2(19900-63200)	District	2
5.	Truck Cleaner	SL-2(15900-50400)	District	1
6.	Attendant	SL-1(14800-47100)	District	310
Sheep Husbandry (Subordinate/Non-Gazetted) Service				
1.	Assistant Stock Man	SL-2(15900-50400)	District	231
2.	Plough Man	SL-1(14800-47100)	District	02
3.	Pump Operator	SL-1(14800-47100)	District	01
4.	Store Man	SL-1(14800-47100)	District	01
5.	Packer	SL-1(14800-47100)	District	01
6.	Messenger	SL-1(14800-47100)	District	01
7.	Orderly/Chowkidar	SL-1(14800-47100)	District	23
8.	Field Man	SL-1(14800-47100)	District	11
9.	Sweeper	SL-1(14800-47100)	District	01
10.	Bullock man	SL-1(14800-47100)	District	02
11.	Mali/Gardner	SL-1(14800-47100)	District	33
12.	Attendant	SL-1(14800-47100)	District	60
Fisheries (subordinate/Non-Gazetted) Service				
1.	Field Man (Jr)/ Fisheries Guard/ Master Fisherman/ Laboratory Bearer/Field Operator/ /Operator Comp./Farm Keeper/ Aquarium Attendant/ Head Gardner/Head Safaiwala/ Head Cook.	SL-2(15900-50400)	District	22
2.	Laboratory Attendant/ Chowkidar/Farash/Lib attendant/ Gardener/ Safaiwala/ Cook.	SL-1(14800-47100)	District	02
3.	Orderly	SL-1(14800-47100)	District	01

Agriculture (Subordinate/Non-Gazetted) Service				
1.	Field Assistant-II	L-4 (25500-81100)	District	18
2.	Field Assistant –III	L-2(19900-63200)	District	05
3.	Fieldman/Assistant Florist	L-4 (25500-81100)	District	03
4.	Laboratory Assistant-I	L-4 (25500-81100)	District	01
6.	Agriculture Overseer/Fieldman/Ento. Overseer/ Farm Supervisor Grade-II	L-2(19900-63200)	District	14
7.	P.P. Operator	L-2(19900-63200)	District	10
8.	Assistant Mechanic	L-2(19900-63200)	District	01
9.	Mali/Gardner/Chowkidar/Orderly	SL-1(14800-47100)	District	53
10.	Lab. Attendant	SL-1(14800-47100)	District	04
11.	Mali/Chowkidar	SL-1(14800-47100)	District	17
12.	Tractor cleaner	SL-1(14800-47100)	District	02
13.	Helper	SL-1(14800-47100)	District	09
14.	Senior Assistant	L-4 (25500-81100)	District	10
15.	Junior Assistant	L-2(19900-63200)	District	12
16.	Orderly	SL-1(14800-47100)	District	16
Horticulture (Subordinate/Non-Gazetted)				
1.	Horticulture technician Grade-IV	SL-2(15900-50400)	District	05
2.	Orderlies	SL-1(14800-47100)	District	06
3.	Gardner	SL-2(15900-50400)	District	18
4.	Watcher/Chowkidar	SL-2(15900-50400)	District	03
Food, Civil Supplies and Consumer Affairs (Subordinate/Non-Gazetted) Service				
1.	Senior Assistant	L-5 (29200-92300)	District	3
2.	Junior Assistant	SL-2 (15900-50400)	District	2
3.	Store keeper	L-2 (19900-63200)	District	86
4.	Assistant Storekeeper	L-2 (19900-63200)	District	30
5.	Shali clerk	L-2 (19900-63200)	District	6
6.	Kothiyalia	L-2 (19900-63200)	District	3
7.	Weigh man	SL-1 (14800-47100)	District	14
8.	Watch Man	SL-1 (14800-47100)	District	30
9.	Chowkidar	SL-1 (14800-47100)	District	89
10.	Helper	SL-1 (14800-47100)	District	193
11.	Orderly	SL-1 (14800-47100)	District	4
Health and Family Welfare (Subordinate/Non-Gazetted) Service				
1.	Senior Assistant	L-5 (29200-92300)	District	31
2.	Senior Assistant/Line keeper	L-5 (29200-92300)	District	1
3.	Senior Assistant/Typist	L-5 (29200-92300)	District	1

4.	Refrigerator Mechanic	L-4 (25500-81100)	District	2
5.	Steno Typist	L-4 (25500-81100)	District	3
6.	Junior Store keeper	L-4 (25500-81100)	District	1
7.	Lady theatre Assistant	L-4 (25500-81100)	District	1
8.	Junior Pharmacist	L-4 (25500-81100)	District	94
9.	Junior Health Inspector(computer)	L-4 (25500-81100)	District	5
10.	Dental Assistant	L-4 (25500-81100)	District	34
11.	Laboratory Assistant	L-4 (25500-81100)	District	42
12.	X-Ray Assistant	L-4 (25500-81100)	District	43
13.	Jr. Theatre Assistant	L-4 (25500-81100)	District	20
14.	Ophthalmic Assistant	L-4 (25500-81100)	District	15
15.	Amchi Librarian	L-4 (25500-81100)	District	1
16.	Health and FW Assistant	L-4 (25500-81100)	District	1
17.	Projectionist	L-4 (25500-81100)	District	2
18.	Para medical Assistant	L-4 (25500-81100)	District	9
19.	Medical Record Technician	L-4 (25500-81100)	District	2
20.	Anaesthesia Assistant	L-4 (25500-81100)	District	13
21.	Electrician	L-4 (25500-81100)	District	2
22.	Carpenter	L-4 (25500-81100)	District	1
23.	Junior Nurse	L-4 (25500-81100)	District	112
24.	Steward	L-4 (25500-81100)	District	2
25.	Tin Smith	L-4 (25500-81100)	District	1
26.	Lady Health visitor (Lower Grade)	L-4 (25500-81100)	District	1
27.	Health Educator (Lower Grade)	L-4 (25500-81100)	District	1
28.	Senior Dhobi	L-4 (25500-81100)	District	1
29.	Junior Assistant	L-4 (25500-81100)	District	36
30.	Tehvildar	L-4 (25500-81100)	District	3
31.	Cashier	L-4 (25500-81100)	District	1
32.	Generator Operator	L-4 (25500-81100)	District	2
33.	Plumber	L-4 (25500-81100)	District	2
34.	Instructor	L-4 (25500-81100)	District	1
35.	Clerk	L-4 (25500-81100)	District	1
36.	Library Assistant	L-2 (19900-63200)	District	1
37.	Barbar	L-2 (19900-63200)	District	1
38.	Chauffer/ Driver	L-2 (19900-63200)	District	41
39.	Basic Health Worker	L-2 (19900-63200)	District	46
40.	Dhobi	L-2 (19900-63200)	District	3
41.	BCG Technician	L-2 (19900-63200)	District	4
42.	FMPHW	L-2 (19900-63200)	District	294
43.	MPHW (Male)	L-2 (19900-63200)	District	5
44.	Junior Electrician	L-2 (19900-63200)	District	4
45.	Carpenter	L-2 (19900-63200)	District	1
46.	Barbar	L-2 (19900-63200)	District	1
47.	Cook Mate	L-2 (19900-63200)	District	3
48.	Senior Dhobi	L-2 (19900-63200)	District	3
49.	Physiotherapist Boy	SL-2(15900-50400)	District	1
50.	Physiotherapist Boy	SL-1(14800-47100)	District	1
51.	X-Ray Boy	SL-2(15900-50400)	District	6

52.	Laboratory Boy	SL-2(15900-50400)	District	3
53.	Theatre Boy	SL-2(15900-50400)	District	2
54.	BB Attendant	SL-1(14800-47100)	District	1
55.	Attendant	SL-1(14800-47100)	District	6
56.	Dark Room Attendant	SL-1(14800-47100)	District	1
57.	Cleaner	SL-1(14800-47100)	District	3
58.	Chest Carrier	SL-1(14800-47100)	District	2
59.	Ward Boy	SL-2(15900-50400)	District	1
60.	Ward Boy	SL-1(14800-47100)	District	6
61.	Cook	SL-2(15900-50400)	District	7
62.	Cook	SL-1(14800-47100)	District	4
63.	Aaya	SL-1(14800-47100)	District	3
64.	Dental Boy	SL-2(15900-50400)	District	2
65.	Dobhi	SL-2(15900-50400)	District	3
66.	Linen Keeper	SL-2(15900-50400)	District	1
67.	Packer	SL-1(14800-47100)	District	2
68.	Gardner	SL-1(14800-47100)	District	8
69.	Field worker	SL-1(14800-47100)	District	16
70.	Nursing Orderly	SL-1(14800-47100)	District	319
71.	Orderly	SL-1(14800-47100)	District	32
72.	Chowkidar	SL-1(14800-47100)	District	51
73.	Lab Attendant	SL-1(14800-47100)	District	1
74.	Junior Barber	SL-1(14800-47100)	District	1
75.	Sanitary Orderly	SL-1(14800-47100)	District	1
76.	Domestic Staff	SL-1(14800-47100)	District	12
77.	Orderly /Chowkidar/Nursing Orderly	SL-1(14800-47100)	District	13

**Industries and Commerce (Subordinate/Non-Gazetted) Service
(Handicraft Section)**

1.	Junior Assistant	L-4(25500-81100)	District	3
2.	Junior Assistant Cum computer Operator	L-4(25500-81100)	District	1
3.	Junior instructor	L-4(25500-81100)	District	4
4.	Carpet Assistant Ladakh	L-4(25500-81100)	District	5
5.	Talim Writer cum designer (Ladakh)	L-4(25500-81100)	District	1
6.	Carpet mechanic	L-4(25500-81100)	District	2
7.	Jr. Instructor Painting	L-4(25500-81100)	District	7
8.	Accounts Jobber	L-4(25500-81100)	District	1
9.	Dyeing Attendant	SL-1(14800-47100)	District	1

Information (Subordinate/Non-Gazetted) Service

1.	Assistant Information Officer	L-6E(35900-113500)	District	5
2.	Information Assistant	L-6E(35400-112400)	District	3
3.	Senior Assistant	L-5 (29200-92300)	District	5
4.	Junior Assistant	L-4(25500-81100)	District	9
5.	Urdu Computer Operator	L-4(25500-81100)	District	1
6.	Orderly	SL-1(14800-47100)	District	12

Signature

7.	Cameraman	L-6E(35900-113500)	District	2
8.	Senior Mechanic	L-6D(35800-113200)	District	1
9.	Assistant cameraman	L-6E(35400-112400)	District	1
10.	Assistant Exh-cum-Cul- officer	L-6E(35400-112400)	District	2
11.	PAS operator	L-4(25500-81100)	District	7
12.	Cultural Assistant	L-4(25500-81100)	District	2
13.	Junior Cultural Assistant	L-2(19900-63200)	District	4
14.	Driver	L-2(19900-63200)	District	3
PHE,I&FC (Subordinate/Non-Gazetted)				
1.	Head Assistant	L-6(35400-112400)	District	07
2.	Senior Assistant	L-5(29200-92300)	District	20
3.	Patwari	L-4(25500-81100)	District	08
4.	Driver	L-4(25500-81100)	District	12
5.	Chauffer	L-6(35400-112400)	District	01
6.	Cleaner	L-1(14800-47100)	District	10
7.	Foreman	L-4(25500-81100)	District	04
8.	Roller operator	L-4(25500-81100)	District	01
9.	Electrician	L-6(35400-112400)	District	03
10.	Work Supervisor	L-6(35400-112400)	District	49
11.	Shawal operator	L-4(25500-81100)	District	01
12.	Junior Assistant	L-4(25500-81100)	District	49
13.	Receptionist	L-4(25500-81100)	District	02
14.	Fitter	L-6(35400-112400)	District	04
15.	Store Munshi	L-2(19900-63200)	District	2
16.	Pump Operator	L-4(25500-81100)	District	2
17.	Khansama Cook	L-2(19900-63200)	District	3
18.	Black Smith	L-2(15900-50400)	District	2
19.	Lineman	L-2(19900-63200)	District	26
20.	Assistant Lineman	L-1(14800-47100)	District	100
21.	Water Khalasi	L-4(25500-81100)	District	17
22.	Helper	L-1(14800-47100)	District	214
23.	Orderly/Chowkidar	L-1(14800-47100)	District	72
24.	Mechanic	L-6(35400-112400)	District	8
25.	Senior Fitter	L-6(35400-112400)	District	1
26.	Tabulator Cum operator	L-4(25500-81100)	District	1
27.	Bearer	L-1(14800-47100)	District	2
28.	Carpenter	L-1(14800-47100)	District	1
29.	Mali	L-1(14800-47100)	District	1
30.	Gardner	L-1(14800-47100)	District	1
31.	Painter	L-1(14800-47100)	District	1
32.	Plumber	L-4(25500-81100)	District	4
33.	Works Watcher/Coolie/Mate	L-1(14800-47100)	District	20
34.	Sweeper	L-1(14800-47100)	District	1
35.	Pump Driver/Operator	L-1(14800-47100)	District	4

Engineering (Subordinate/Non-Gazettted) Service (Civil)				
1	Work Supervisor-v	SL-2 (15900-50400)	District	30
2	Jamadar	SL-2 (15900-50400)	District	2
3.	Orderlies/Helper/Chowkidar	SL-1 -14800-47100	District	137
4.	Gardner /Malies	SL-1 -14800-47100	District	3
5.	Khani Saman/ Cook	SL-1 -14800-47100	District	6
6.	Bearer/ Butler	SL-1 -14800-47100	District	5
7.	Safiwala	SL-1 -14800-47100	District	2
8.	Store Khalsi	SL-1 -14800-47100	District	2
Engineering(Mechanical)				
8.	Orderlies	SL-1 -14800-47100	District	4
9.	Coolies	SL-1 -14800-47100	District	2
10.	Helper	SL-1 -14800-47100	District	1
11.	Chowikdar	SL-1 -14800-47100	District	2
12.	Watchman/ Chowikdar	SL-1 -14800-47100	District	1
13.	Junior Khalsii/ Store Khalisi	SL-1 -14800-47100	District	1
14.	Truck Cleaner/Cleaner	SL-1 -14800-47100	District	2
15.	Roller Attendant	SL-1 -14800-47100	District	2
Power Development Department				
1	Senior Assistant	L-5 (29200-92300)	District	10
2	Accounts Assistant	L-5 (29200-92300)	District	4
3	Junior Assistant/ Ledger Clerk	L-4 (25500-81100)	District	23
4	Junior Technician	L-4 (25500-81100)	District	14
5	Driver- Grade-I	L-4 (25500-81100)	District	09
6	Engine Driver	L-4 (25500-81100)	District	04
7	Tech-III (Electrician,SBA,Junior wireman, Time Keeper,Telephone Operator Grade-III, Blacksmith,Turner, Welder, Cable Jointer, Mechanic, Jr. Turbine Operator)	L-2 (19900-63200)	District	88
8	Asstt Telephone Operator	SL-2 (15900-50400)	District	01
9	Plant Attendant	SL-1(14800-47100)	District	23
10	Attendant	SL-2 (15900-50400)	District	04
11	Vehicle Cleaner	SL-2 (15900-50400)	District	02
12	Oil Cleaner	SL-2 (15900-50400)	District	05
13	Cook	SL-2 (15900-50400)	District	01
14	Orderlies/ Chowkidar	SL-1(14800-47100)	District	43
15	Lineman Grade-1 st	SL-2 (15900-50400)	District	100
16	Lineman Grade-2 nd	SL-1(14800-47100)	District	67
17	Gate opt./Storekeeper/ Helper/ H. R Rigman	SL-1(14800-47100) SL-2 (15900-50400)	District	187
Rural Development (Sub-ordinate/Non-Gazetted) Service				
1	Draftsman	SL-4 (25500-81100)	District	02
2	Gram Sevika	L-2(19900-63200)	District	106

3	Village Level worker (VLW)	L-2(19900-63200)	District	72
4	Works Supervisor	L-2(19900-63200)	District	41
5	Panchayat Account Assistant	L-2(19900-63200)	District	111
6	Mirabs	SL-1(14800-47100)	District	23
Revenue Department (Subordinate/Non-Gazetted) Service				
1.	Patawari	L-4(25500-81100)	District	104
2.	Junior Assistant	L-4(25500-81100)	District	107
3.	Wasil Baqi Nawis	L-4(25500-81100)	District	15
4.	Driver	L-4(25500-81100)	District	30
5.	Jamadar	SL-3(16900-53500)	District	1
6.	Orderlies	SL-1 -(14800-47100)	District	202
School Education (Subordinate/Non-Gazetted) Service				
1.	Librarian	L-6(35400-112400)	District	34
2.	Teacher	L-5 (29200-92300)	District	2362
3.	Junior Assistant	L-4(25500-81100)	District	129
4.	Junior librarian	L-4(25500-81100)	District	2
5.	Technician	L-4(25500-81100)	District	1
6.	Driver	L-4(25500-81100)	District	5
7.	Library Assistant	L-2(19900-63200)	District	49
8.	Lab.Assistant	L-2(19900-63200)	District	151
9.	Class IV	SL-2(15900-50400)	District	669
Social Welfare Department (Subordinate/Non-Gazetted) Service				
1.	Supervisor	L-4(25500-81100)	District	41
2.	Social Worker (Grade-2)	L-4(25500-81100)	District	20
3.	Craft Assistant/ Craft Teacher	L-4(25500-81100)	District	20
4.	Care Taker	L-2(19900-63200)	District	1
5.	Conductress	SL-2(15900-50400)	District	5
6.	Junior Assistant	L-4(25500-81100)	District	20
7.	Driver	L-4(25500-81100)	District	13
8.	Orderly	SL-1 (14800-47100)	District	25
Academy of Art & Culture & Languages (Subordinate/Non-Gazetted)				
1.	Section Officer	L-7(44900-142400)	District	1
2.	Head Katib	L-6F(40800-129200)	District	1
3.	Drama Instructor	L-6F(40800-129200)	District	1
4.	Research Assistant Ladakhi (3) Balti(2) Sheena (1)	L-6F(40800-129200)	District	6
5.	Assistant Cultural Officer	L-6E(35900-113500)	District	1
6.	Head Assistant	L-6B(35600-112800)	District	1
7.	Senior Assistant	L-5(29200-92300)	District	1
8.	Junior Assistant	L-4(25500-81100)	District	2
9.	Mike Operator	L-4(25500-81100)	District	1
10.	Field Assistant	L-4(25500-81100)	District	1
11.	Jamadar	L-1(18000-56900)	District	1
12.	Orderly	SL-1(14800-47100)	District	2
13.	Chowkidar	SL-1(14800-47100)	District	2

Youth Services & Sports (Subordinate/Non-Gazetted)				
1.	Physical Education Teachers	L-5(29200-92300)	District	176
2.	Scout Organizer	L-5(29200-92300)	District	3
3.	Band Master	L-4(25500-81100)	District	2
4.	Physical Training Instructor	L-6(35400-112400)	District	2
5.	Coach	L-6(35400-112400)	District	2
6.	Head Assistant	L-6B(35600-112800)	District	2
7.	Senior Assistant	L-5(29200-92300)	District	2
8.	Junior Assistant	L-4(25500-81100)	District	1
9.	Driver	L-2(19900-63200)	District	15
10.	Orderlies	SL-1(14800-47100)	District	6
11.	Grounds-Men	SL-1(14800-47100)	District	12
Forest				
1	Forest Guard	L-2(19900-63200)	District	76
4.	Junior Assistant	L-2(19900-63200)	District	09
5.	Senior Driver	L-5(29200-92300)	District	01
6.	Junior Driver	L-2(19900-63200)	District	01
7.	Driver	L-2(19900-63200)	District	01
8.	Orderly, Farash & Chowkidar	SL-1(14800-47100)	District	12
9.	Malies	SL-1(14800-47100)	District	42
10.	Farash	SL-1(14800-47100)	District	02
Wildlife Protection				
11.	Wild Guards/Anti-poaching Guards	L-2(19900-63200)	District	38
12.	Field Operator	L-2(19900-63200)	District	01
13.	Drivers	L-2(19900-63200)	District	02
14.	Junior Assistant	L-2(19900-63200)	District	04
15.	Orderlies	SL-1(14800-47100)	District	05
16.	Chowkidars	SL-1(14800-47100)	District	01

Total District Cadre non gazetted posts =9,182


Under Secretary
General Administration Department

31.07.2020

ANNEXURE "B"

S.No.	Name of the Post	Pay Scale/Level	Cadre	Number of posts
Animal Husbandry				
Non-Gazetted				
1.	Assistant Veterinary officer	L-6E (35900-113500)	Divisional	06
2.	Livestock Supervisor/ Equivalent	L-6B (35600-112800)	Divisional	12
3.	Senior Veterinary Pharmacist/ Equivalent	L-6 (35400-112400)	Divisional	93
6.	Sr.Assistant	L-5 (35400-112400)	Divisional	11
7.	Junior Assistant	L-4 (35400-112400)	Divisional	12
Sheep Husbandry				
Non-Gazetted				
1.	Block Inspector	L-6B (35600-112800)	Divisional	04
2	Stud Master	L-6B (35600-112800)	Divisional	04
3	Flock Inspector	L-6B (35600-112800)	Divisional	15
4	Transit Camp Officer	L-6B (35600-112800)	Divisional	03
5	Tech. Assistant/Store Keeper (Equivalent Flock Inspector)	L-6B (35600-112800)	Divisional	04
6	Lab.Assistant	L-6B (35600-112800)	Divisional	03
7	Head Assistant	L-6B (35600-112800)	Divisional	03
8	Live Stock Assistant	L-6B (35600-112800)	Divisional	12
9	Flock Supervisor	L-6 (35400-112400)	Divisional	92
10	Agri. Supervisor	L-4 (25500-81100)	Divisional	08
11	Senior Assistant/Typist	L-5 (29200-92300)	Divisional	11
12	Driver/Mechanic	L-4 (25500-81100)	Divisional	12
13	Stock Assistant	L-4 (25500-81100)	Divisional	16
14	Junior Assistant	L-2 (19900-63200)	Divisional	08
Agriculture Department				
Non-Gazetted				
1.	Field Assistant Grade-I/Junior Scientific Assistant Crop/Botanist Apiarist/Store Keeper	L-6 (47600-151100)	Divisional	16
2.	Agriculture Extension Assistant	L-6 (35400-112400)	Divisional	05

Command Area Development				
S.No	Name of the posts	Pay scale/Level	Cadre	Number of post
	Non Gazetted			
1	Field Assistant/Surveyor	Level-4(25500-81100)	Divisional	16
2	Field Assistant	Level-4(25500-81100)	Divisional	16
3	Sr.Assistant	L-5 (29200-92300)	Divisional	04
4	Orderly/Chowkidar	SL-1(14800-47100)	Divisional	04
Fisheries				
Non-Gazetted				
1.	Fisheries Development Assistant	L-6 (35400-112400)	Divisional	05
2.	Deputy Inspector	L-4 (25500-81100)	Divisional	05
Horticulture				
Non-Gazetted				
1.	Head Assistant	L-6B (35600-112800)	Divisional	03
2.	Senior Assistant-cum Store Keeper	L-5 (29200-92300)	Divisional	03
3.	Driver	L-4 (25500-81100)	Divisional	03
4.	Junior Assistant	L-4 (25500-81100)	Divisional	05
5.	Horticulture Technician Grade-I	L-6 (35400-112400)	Divisional	06
6.	Horticulture Technician Grade-II	L-4 (25500-81100)	Divisional	05
7.	Horticulture Technician Grade-III	L-2 (19900-63200)	Divisional	13
8.	Horticulture Technician Grade-IV	SL-2 (15900-50400)	Divisional	05
9.	Orderlies/Class-IV	SL-1 (14800-47100)	Divisional	06
10.	Gardener	SL-1 (14800-47100)	Divisional	18
Health & Medical Education				
Non-Gazetted				
1	Physiotherapist	L-7 (44900-142400)	Divisional	03
2	Junior Physiotherapist	L-6 (35400-112400)	Divisional	08
3	Community Health Officer	L-6E (35900-113500)	Divisional	15
4	Sister/Nursing Supervisor	L-6E (35900-113500)	Divisional	12
5	Head Pharmacist	L-6E (35900-113500)	Divisional	24
6	Supervisory Pharmacist	L-6D (35800-113200)	Divisional	26
7	Radiographer	L-6D (35800-113200)	Divisional	07
8	Sanitary Inspector	L-6D (35800-113200)	Divisional	08
9	Head Assistant	L-6B (35600-112800)	Divisional	07
10	ECG Technician	L-6 (35400-112400)	Divisional	06

11	Extension Educator	L-6 (35400-112400)	Divisional	03
12	Dy.MEIO	L-6 (35400-112400)	Divisional	04
13	Public Health Nurse	L-6 (35400-112400)	Divisional	08
14	X-Ray Technician	L-6 (35400-112400)	Divisional	06
15	Health Educator	L-6 (35400-112400)	Divisional	17
16	Senior Theatre Assistant	L-6 (35400-112400)	Divisional	05
17	Senior Nurse	L-6 (35400-112400)	Divisional	19
18	Lady Health Visitor	L-6 (35400-112400)	Divisional	08
19	Laboratory Technician	L-6 (35400-112400)	Divisional	13
20	Sister Tutor	L-6 (35400-112400)	Divisional	9
21	Senior Pharmacist	L-6 (35400-112400)	Divisional	201
S.No.	Name of the Post	Pay Scale/Level	Cadre	Number of post
Education				
Non-Gazetted				
1.	Master	L-6E (35900-113500)	Divisional	632
2.	Head Assistant	L-6 (35400-112400)	Divisional	26
3.	Senior Assistant	L-5 (29200-92300)	Divisional	79
PWD				
Non-Gazetted				
3.	Draftsman	L-4 (25500-81100)	Divisional	23
4.	Work Supervisor-I	L-5 (29200-92300)	Divisional	08
5.	Work Supervisor-II	L-4 (25500-81100)	Divisional	20
6.	Work Supervisor-III	L-2 (19900-63200)	Divisional	40
7.	Work Supervisor-IV	L-1 (18000-56900)	Divisional	42
8.	Head Assistant	L-6B (35600-112800)	Divisional	08
9.	Senior Assistant	L-5 (29200-92300)	Divisional	24
10.	Junior Assistant	L-4 (25500-81100)	Divisional	51
12.	Driver-II	L-2 (19900-63200)	Divisional	12
13.	Roller Operator	L-4 (25500-81100)	Divisional	06
S.No.	Name of the Post	Pay Scale/Level	Cadre	Number of post
PHE				
Non-Gazetted				
1.	Junior Engineer (Civil/Mechanical)	L-6 (35400-112400)	Divisional	61
2.	Head Draftsman	L-6 (35400-112400)	Divisional	07
3.	Senior Draftsman (Civil/Mechanical)	L-4 (25500-81100)	Divisional	45
Food Civil Supplies & Consumer Affairs				
1	Inspector/TSO	L-6 (35400-112400)	Divisional	10
Handicraft				
1	Assistant Handicraft Training Officer	L-6 (35400-112400)	Divisional	31
2	Sr. Craft Instructor	L-6 (35400-112400)	Divisional	36

3	Instructor/Instructor Ladakh crafts (Garments/ woodcarving/carpet/silver filigree/Namda	L-6 (35400-112400)	Divisional	20
4	Junior Instructor	L-4 (25500-81100)	Divisional	04
Handloom				
1	Weaving Instructor	L-6 (35400-112400)	Divisional	06
2	Wraper cum Winder	L-2 (19900-63200)	Divisional	04
3	Storekeeper cum clerk	L-2 (19900-63200)	Divisional	05
4	Weaving Assistant	L-2 (19900-63200)	Divisional	10
5	Spinning Assistant	L-2 (19900-63200)	Divisional	17
6	Hosiery Assistant	L-2 (19900-63200)	Divisional	04
Youth Services & Sports Department				
Non-Gazetted				
1.	Physical Education Master	L-6E (35900-113500)	Divisional	86

Total Divisional Cadre posts= 2,193


Under Secretary
General Administration Department
 31.07.2020

ANNEXURE "C"

S.No.	Name of the Post	Pay Scale/Level	Cadre	Number of posts
Animal Husbandry Gazetted				
1.	Veterinary Assistant Surgeon	L-9 (52700-166700)	UT	24
Sheep Husbandry Gazetted				
1.	Veterinary Assistant Surgeon/ Equivalent	L-9 (52700-166700)	UT	24
Agriculture Department Gazetted				
1.	SMS(DL)	L-8A(50700-160600)	UT	04
2.	Sub Divisional Agriculture Officer	L-8A(50700-160600)	UT	04
3.	SMS Grade III	L-8A(50700-160600)	UT	08
4.	Agriculture Extension Officer	L-8 (47600-151100)	UT	13
5.	Research Assistant	L-8 (47600-151100)	UT	03
6.	Agriculture Assistant	L-8 (47600-151100)	UT	09
Non-Gazetted				
1.	Junior Agriculture Extension Officer	L-6E(35900-113500)	UT	45
Fisheries Non-Gazetted				
1.	Inspector Fisheries	L-6E(35900-113500)	UT	04
Health & Medical Education Gazetted				
1.	Medical Officer	L-9 (52700-166700)	UT	174
2.	Dental Surgeon	L-9 (52700-166700)	UT	26
Education Gazetted				
S.No	Name of the post	Pay Scale/Level	Cadre	Number of post
1	Lecturer	L-9 (52700-166700)	UT	447
2	Headmasters	L-8A(50700-160600)	UT	82
3	ZEPO	8A (50700-160600)	UT	12
Non-Gazetted				
1.	Junior Engineer	L-6 (35400-112400)	UT	150
2.	Head Draftsman	L-6D(35800-113200)	UT	10
Mechanical				
1	Junior Engineer (Duty posts in MED)	L-6 (35400-112400)	UT	06
2	Head Assistant	L-6B(35600-112800)	UT	05

3	Senior Technician	L-6A(35500-112600)	UT	05
4	Junior Engineer (Electric)	L-6 (35400-112400)	UT	39
5	Draftsman	L-5 (29200-92300)	UT	06
S.No.	Name of the Post	Pay Scale/Level	Cadre	Number of post
Youth Services & Sports Department Gazetted				
1.	ZPEO	L-6F(400800-129200)	UT	12
2.	Physical Education Lecturer	L-6F(400800-129200)	UT	15

Total UT cadre posts = 1,127

Therefore the total posts w.r.t. which transfer powers are delegated to LAHDCs=12,502


31.07.2020
Under Secretary
General Administration Department