



संघ राज्य प्रशासन, लद्दाख

THE ADMINISTRATION OF
UNION TERRITORY OF LADAKH

परिवहन विभाग

TRANSPORT DEPARTMENT

F. No.A-12018/1/2022-TRANSPORT SECTION/266

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यूटी सचिवालय, लेह /UT Secretariat, Leh.
Dated:- 27.12.2023

Public Notice

Subject:Draft Recruitment Rules of Ladakh Motor Garages Subordinate Service Recruitment Rules 2023- Inviting comments of stakeholders thereof.

Transport Department, UT of Ladakh has drafted the Ladakh Motor Garages Subordinate Service Recruitment Rule of Non Gazetted posts 2023.

Before finalizing the Recruitment Rules, comments/suggestions/objections, if any are invited from all the stakeholders, within a period of 30 days from the date of publication of the draft Recruitment Rules on the official website.

The comments, if any, may be sent by e-mail at admsecyutl@gmail.com or by post to the following address Sh. Mohit Sharma, Under Secretary, Transport Department, UT Ladakh, First Floor Secretariat Office, Leh-194101.

The Comments received within the specified period shall be considered as per rules/instructions.

(Draft Rule is enclosed).

Sd/-

(Amit Sharma) IAS
Administrative Secretary,
Transport Department.

Copy to the:-

1. All the Administrative Secretaries, UT of Ladakh for favour of information.
2. Incharge, Deputy Director, District Motor Garages, Leh/Kargil
3. Osd to Advisor to the Hon'ble Lieutenant Governor, UT Ladakh for favour of information to the Advisor.
4. NIC with request to upload the draft Recruitment Rules on the official website of the Administration of UT of Ladakh.


(Mohit Sharma) JKAS,
Under Secretary.

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Dated:-27.12.2023

Notification

Ladakh, the _____ 2023

S.O___ In exercise of the powers conferred by S.O 282(E) dated: - 21.01.2020, the Lieutenant Governor of Union territory of Ladakh hereby makes the following Rules, namely. -

1. Short title and commencement

1. These Rules may be called the Union territory of Ladakh Motor Garages (Subordinate) Service Recruitment Rules, 2023.
2. These Rules shall come into force from the date of their publication in the Official Gazette.

2. Definitions.- In these Rules, unless the context otherwise requires.-

- a) **“Administration”** means Administration of the Union territory of Ladakh;
- b) **“Administrative Department”** means the Department of the Administration in the Union territory Secretariat holding the administrative charge of the Service;
- c) **“Appointed day”** shall mean the day as defined under section 2 (a) of the Jammu and Kashmir Reorganization Act, 2019.
- d) **“Board”** means the appropriate recruitment board;
- e) **“Cadre”** means the sanctioned strength of the Service under these Rules ;
- f) **“Chief Executive Officer”** means Chief Executive Officer of the concerned LAHDC;
- g) **“District cadre”** means the cadre comprising of the posts as may be notified by the Administration;
- h) **“LAHDC”** means Ladakh Autonomous Hill Development Council, as constituted under the relevant Act;
- i) **“Member of the Service”** means a person appointed to a post in the Motor Garages (Subordinate) Service under the provisions of these Rules;
- j) **“Rules”** means the Union territory of Ladakh Motor Garages (Subordinate) Service Recruitment Rules;
- k) **“Resident of Union territory of Ladakh”** means any person who satisfies the criteria of residence as may be prescribed for the purpose of employment under the Administration of Union territory of Ladakh under any Act, Rule, Regulation or Order having force of law in Union territory of Ladakh;
- l) **“Schedule”** means the Schedule(s) annexed to these Rules;

m) **"Service"** means Service as constituted under these Rules; and **"Union territory"** means the Union territory of Ladakh.

3. Constitution of the Service. -

From the date of commencement of these Rules, there shall be constituted the Union territory of Ladakh Motor Garages (Subordinate) Service.

4. Initial Constitution. -

On the date of commencement of these Rules, persons who have already been appointed substantively to a post in the cadre of J&K Motor Garages (Subordinate) Service and finally allotted for service in the Union territory of Ladakh in accordance with the provisions of section 89(2) of the J&K Reorganization Act, 2019, shall be deemed to have been appointed to the Service at the initial constitution.

Provided that a person appointed by a competent authority substantively to a post in the cadre of J&K Motor Garages (Subordinate) Service on the recommendations of a Board after the appointed day shall also be deemed to have been appointed to the Service at the initial constitution and the services rendered by him prior to the commencement of these Rules shall count for the purposes of rules regulating his conditions of service.

5. Strength and composition of the Service. -

1. The authorized permanent strength of the Cadre and the nature of the posts included therein shall be determined by the Administration, from time to time, and shall at the initial constitution of the Service under these Rules, be such as specified in Schedule-I.
2. The Administration shall, at the interval of every five years or at such other intervals as may be necessary, re-examine the strength and composition of the Cadre of the Service and make such alteration therein as it deems fit.

6. Qualification and Method of Recruitment. -

1. No person shall be eligible for appointment or promotion to any post unless he possesses the qualifications as laid down in Schedule- II annexed to these Rules.
2. Appointment to the Service shall be made: -
 - a) By direct recruitment; or
 - b) By promotion, failing which by absorption:

Provided that the terms and manner of appointment by absorption shall be as notified by the Administration by a general or special order; and

Provided further that the competent authority to appoint a person to the Service by absorption shall be the Administration.

7. Probation. -

- 1 Every person on appointment to the Service, by direct recruitment shall be on probation for a period of two years. Person on appointment to the Service by promotion or by absorption shall be on probation for a period of six months.

Provided that the period of probation may extend in accordance with the instructions issued by the Administration from time to time; and

Provided further that other matters relating to probation, will be governed by the instructions issued by the Administration in this regard from time to time.

- 2 If, during the period of probation or any extension thereof, as the case may be, the Administration is of the opinion that a person appointed to the Service has not successfully completed the period of probation, the Administration may discharge the directly recruited candidate from the Service, or revert the promotee to the post held by him prior to his promotion.

8. Training and Departmental Examination.-

Persons appointed to the Service shall be required to undergo such training from time to time during the course of probation and to pass such examination(s) as the Administration may prescribe;

Provided that the Administration may exempt, either wholly or partly, from such training or departmental examination(s) person who have passed a departmental examination or undergone training declared by the Administration to be equivalent to a departmental examination or training prescribed under these Rules.

9. Eligibility for direct recruitment.-

The age limit and other qualifications for direct recruitment shall be as prescribed by the Administration.

Provided that a person already in Government service would be required to apply through proper channel for direct recruitment against a vacant post in the Service, if he possesses the educational and other qualifications prescribed for recruitment to such posts.

10. Maintenance of seniority lists.-

The Chief Executive Officer in case of District Cadre Posts and the Administrative Department in respect of other posts shall maintain up to date and final seniority list of Members of the Service.

Provided that the seniority of Members of the Service shall be maintained in accordance with the rules as may be notified by the Administration by a general or special order.

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Provided that the period of probation may extend in accordance with the instructions issued by the Administration from time to time; and

Provided further that other matters relating to probation, will be governed by the instructions issued by the Administration in this regard from time to time.

2. If, during the period of probation or any extension thereof, as the case may be, the Administration is of the opinion that a person appointed to the Service has not successfully completed the period of probation, the Administration may discharge the directly recruited candidate from the Service, or revert the promotee to the post held by him prior to his promotion.

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Provided that the seniority of Members of the Service shall be maintained in accordance with the rules as may be notified by the Administration by a general or special order.

11. Disqualification for appointment. -

No person shall be qualified for appointment to the Service unless the person is a Resident of Union territory of Ladakh.

Provided that this rule shall not apply to persons allotted service in Union territory of Ladakh under the provisions of section 89(2) of Jammu and Kashmir Reorganization Act, 2019, or such Rules as may be prescribed by the Administration.

12. Interpretation. -

If any question arises relating to the interpretation of these Rules, the matter shall be referred to the Administrative Department whose decision thereon shall be final and binding.

13. Repeal and Savings. -

2. All the Rules corresponding to these Rules in force immediately before the commencement of these Rules are hereby repealed.
3. Notwithstanding such repeal, any appointment order made or action taken under the provisions of the Rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these Rules.
4. Nothing in these Rules shall affect reservations, relaxation in age-limit and other concessions required to be provided for the Scheduled Tribes/Scheduled Castes and other special categories of person in accordance with orders issued by the Administration from time to time in this regard.

14. Residuary Matters. -

In regard to the matters not specifically covered by these Rules, the members of the Service shall be governed by Rules/regulations and orders as may be prescribed by the Administration.

(Amit Sharma) IAS
Administrative Secretary,
Transport Department.

Copy to the:

1. All Administrative Secretaries.
2. Additional Director General of Police (ADGP).
3. Joint Secretary (JKL), Ministry of Home Affairs, Gol.
4. Divisional Commissioner, Ladakh.
5. Secretary to Lieutenant Governor for information of the Hon'ble Lieutenant Governor.
6. Deputy Commissioner/CEO, LAHDCs Leh/Kargil.
7. All Heads of the Departments.
8. Technical director, NIC, Leh for uploading the notification of the UT website and for necessary publication in e-Gazette.
9. In-charge, District Motor Garages, Leh/Kargil.

10. Private Secretary to Advisor for information of the Advisor.
11. In-charge- websites, NIC Leh/Kargil for uploading the notification on the respective District websites.
12. Assistant Director Information, Leh/Kargil.
13. Superintendent, Archives, Archaeology and Museums.
14. Office order/S.O file (w.2.s.c).

Ladakh Motor Garages (Subordinate) Service Recruitment Rules, 2023.

Schedule-I

SO dated:- .2023

S. No	Designation of the post	Pay Level & Structure	Posts allocated/ transferred vide SRO-772 dt 25-10-2019	Additional posts allocated/ transferred vide Govt Order No. 1211-JK(GAD) of 2021 dt 15-11-2021	Total Posts	Remarks
A. UT Motor Garages, Ladakh						
1	Chauffeur	35700-113100 (L-6C)		06	06	UT Cadre
2	Senior Assistant	29200-92300 (L-5)		01	01	UT Cadre
3	Junior Assistant	25500-81100 (L-4)		02	02	UT Cadre
4	Driver Grade-I	25500-81100 (L-4)		07	07	UT Cadre
5	Driver Grade-II	19900-63200 (L-2)		10	10	UT Cadre
		TOTAL		26	26	
B. District Motor Garages, Leh						
1	Senior Mechanic	35800-113200 (L-6D)	01		01	UT Cadre
2	Chauffeur	35700-113100 (L-6C)	08		08	UT Cadre
3	Mechanic	35400-112400 (L-6)	02		02	UT Cadre
4	Senior Assistant	29200-92300 (L-5)	01		01	District Cadre Leh
5	Fitter	25500-81100 (L-4)	01		01	District Cadre Leh
6	Painter	25500-81100 (L-4)	01		01	District Cadre Leh
7	Welder	25500-81100 (L-4)	01		01	District Cadre Leh
8	Electrician	25500-81100 (L-4)	01		01	District Cadre Leh
9	Black smith	25500-81100 (L-4)	01		01	District Cadre Leh
10	Mechanical Storekeeper/ Store keeper	25500-81100 (L-4)	01		01	District Cadre Leh
11	Driver Grade-I	25500-81100 (L-4)	13		13	District Cadre Leh
12	Driver Grade-II	19900-63200 (L-2)	14		14	District Cadre Leh

13	Helper	19900-63200 (L-2)	05		05	District Cadre Leh
14	Cleaner	15900-50400 (L-SL1)	04	-	04	District Cadre Leh
15	Orderly/ Chowkidar/ Gatekeeper/ Watchman	14800-47100 (L-SL1)	01	-	01	District Cadre Leh
		TOTAL	55		55	
	District Motor Garages, Kargil					
1	Foreman	35900-113500 (L-6E)	01		01	UT Cadre
2	Senior Mechanic	35800-113200 (L-6D)	01		01	UT Cadre
3	Chauffeur	35700-113100 (L-6C)	06		06	UT Cadre
4	Mechanic	35400-112400 (L-6)	01		01	UT Cadre
5	Painter	25500-81100 (L-4)	01		01	District Cadre Kargil
6	Welder	25500-81100 (L-4)	01		01	District Cadre Kargil
7	Electrician	25500-81100 (L-4)	01		01	District Cadre Kargil
8	Black smith	25500-81100 (L-4)	01		01	District Cadre Kargil
9	Mechanical Storekeeper/ Store keeper	25500-81100 (L-4)	01		01	District Cadre Kargil
10	Driver Grade-I	25500-81100 (L-4)	05		05	District Cadre Kargil
11	Junior Assistant	25500-81100 (L-4)	01		01	District Cadre Kargil
12	Driver Grade- II	19900-63200 (L-2)	19		19	District Cadre Kargil
13	Helper	19900-63200 (L-2)	04		04	District Cadre Kargil
14	Cleaner	14800-47100 (L-SL1)	04		04	District Cadre Kargil
15	Orderly/ Chowkidar/ Gatekeeper/ Watchman	14800-47100 (L-SL1)	03		03	District Cadre Kargil
		TOTAL	50		50	
		GRAND TOTAL	105	26	131	

(Amit Sharma) IAS,
Administrative Secretary,
Transport Department.

Ladakh Motor Garages (Subordinate) Service Recruitment Rules, 2023.

Schedule-II

S.O.- dated: . .2023

Schedule-II (A)

Pay level & Structure	Designation	Minimum Qualification for direct recruitment	Method of recruitment
Level-5 (29200-92300)	Senior Assistant	-	100% by promotion from Junior Assistants / Mechanical Storekeeper / Storekeeper in order of seniority, having not less than (03) three years of substantive service as Junior Assistant / Mechanical Storekeeper/ Storekeeper and also having qualified Secretariat Assistant Training Course Examination.
Level-4 (25500-81100)	Jr. Assistant /Mechanical Storekeeper/ Storekeeper	Graduation from any recognized University with minimum 200 Hours or 6-month's Certificate Course in Computer Application from any Government recognized Institute and to qualify type test with speed of not less than 35 words per minute on computer key board.	<p>i. 75% by direct recruitment.</p> <p>li. 25 % by promotion from matriculate orderly/ Chowkidar / Gatekeeper/ Watchman in order of seniority, having not less than three (03) years substantive service as such on the recommendation of DPC, and to qualify type test with speed of not less than 30 words per minute.</p> <p>Provided that a person appointed by direct recruitment or by promotion shall have to undergo and qualify the Secretariat Assistant Training Course Examination / Training during the period of probation.</p>
SL-1 (14800-47100)	Orderly/ Chowkidar/ Gatekeeper/ Watchman	Minimum Matric and maximum 10+2	100% by Direct Recruitment

Schedule-II (B)

Level-6E (35900-113500)	Foreman	-	100% by promotion from Senior Mechanic, having not less than three (03) years substantive service.
Level-6D (35800-113200)	Senior Mechanic	-	100% by promotion from Mechanic, having not less than three (03) years of substantive service.
Level-6 (35400-112400)	Mechanic	-	100% by promotion from Fitter, Painter, Welder, Electrician, Blacksmith having not less than three (03) years of substantive service.
Level-4 (25500-81100)	Fitter	10+2 with National Trade Certificate/State Trade Certificate in Mechanic Motor Vehicle awarded by NCVT/SCVT	100% by direct recruitment.
Level -4 (2 5500-81100)	Painter	-	100% by promotion from Helpers with 05 years of experience in respective trade & to pass departmental trade test as notified by the Administrative Department.
Level -4 (2 5500-81100)	Welder	-	100% by promotion from Helpers with 05 years of experience in respective trade & to pass departmental trade test as notified by the Administrative Department.
Level -4 (2 5500-81100)	Electrician	-	100% by promotion from Helpers with 05 years of experience in respective trade & to pass departmental trade test as notified by the Administrative Department.
Level -4 (2 5500-81100)	Black smith	-	100% by promotion from Helpers with 05 years of experience in respective trade & to pass departmental trade test as notified by the Administrative Department.

Level-L2 19900- 63200	Helper	Matriculation with National Trade Certificate/State Trade Certificate in trade Painter/Welder/ Electrician/ Sheet Metal awarded by NCVT/SCVT.	i. 60% by direct recruitment. ii. 40% by promotion from Cleaner with 03 years of experience in that category & to pass departmental trade test as notified by the administrative department.
Level-SL-1 (14800- 47100)	Cleaner Note: The pay level for the post of Existing incumbent shall remain at level SL-2.	Matriculation	100% by direct recruitment

Schedule-II (C)

Level-6C (35700- 113100)	Chauffeur	-	100% by promotion from Driver Grade-I having not less than five (05) years of substantive service as Driver Grade-I.
Level-4 (25500- 81100)	Driver Grade-I	-	100% by Promotion from Driver Grade-II having not less than five (05) years of substantive service as Driver Grade-II.
Level-2 (19900- 63200)	Driver Grade-II	Matriculation with driving license of Light Motor Vehicle (LMV) with (TRANS).	100% by direct recruitment

(Amit Sharma) IAS
Administrative Secretary,
Transport Department