

संघ राज्य प्रशासन, लद्दाख

जन स्वास्थ्य अभियांत्रिकी/  
सींचाई एवं बाढ़ नियंत्रण वभाग



सत्यमेव जयते

THE ADMINISTRATION OF  
UNION TERRITORY OF LADAKH

PHE/I&FC DEPARTMENT

F. No. A/267/2023-(PHE, InFC) SECTION/(C.No. 12500)

ई-मेल/[email:admsecypheinfrc@gmail.com](mailto:admsecypheinfrc@gmail.com)

यूटी सचवालय, लेह/UT Secretariat, Leh,

Dated:11.03.2026.

### MEMORANDUM

**Subject:** Offer of Appointment against the post of “ORDERLY/CHOWKIDAR” in Public Health Engineering/Irrigation & Flood Control (PHE/I&FC) Department of the Administration of Union territory of Ladakh, in Pay Level-SL1 of pay matrix (Rs. 14800-47100), on compassionate grounds under the Jammu & Kashmir (Compassionate Appointment) Rules, 1994.

In terms of Rule (4) of SRO-43 of 1994 {the Jammu & Kashmir (Compassionate Appointment) Rules, 1994} and with the approval of the Competent Authority / Appointing Authority in terms of notification vide S.O. 81 dated: 06.10.2023, you are hereby offered provisional appointment on compassionate grounds under SRO-43 of 1994 to the post of **ORDERLY/CHOWKIDAR** in **Public Health Engineering/Irrigation & Flood Control (PHE/I&FC) Department** of the Administration of Union territory of Ladakh, in **Pay Level-SL1 of pay matrix (Rs. 14800-47100)**, under district cadre of District Kargil on the following terms and conditions:

- (1) In addition to basic pay in **Pay Level-SL1 of pay matrix (Rs. 14800-47100)**, you will be entitled to draw dearness and other allowances at the rates admissible and subject to the condition laid down in Rules/Orders governing grant of such allowances.
- (2) You will be on probation for a period of two years from the date of joining the post. The period of probation may, however, be extended at the discretion of the Competent Authority / Appointing Authority. As regards other matters relating to probation, the same shall be governed by the conditions prescribed under the Ladakh Public Health Engineering/Irrigation & Flood Control Department (Subordinate) Service Recruitment Rules, 2022 and other Rules and instructions issued in this regard by the Central Government / Administration of the UT of Ladakh.

- (3) The appointment carries with it the liability to serve primarily within Kargil District as also in anywhere within the territorial/administrative jurisdiction of the Union territory of Ladakh in view of any exigencies that may arise.
- (4) You may be deputed by the Department to attend such trainings, if considered necessary. In the event of being deputed for the course you must complete it successfully before you are considered for confirmation.
- (5) Your services shall be liable to termination at any time by one month notice given in writing either by you to the Appointing authority / Competent authority or by the Appointing authority / Competent authority to you, subject to other terms and conditions prescribed under Government / Administrative instructions.
- (6) Your appointment will further be subject to taking an oath of allegiance / faithfulness to the Constitution of India (or making solemn affirmation to that effect) in the prescribed form. The concerned Head of Office shall administer the oath to the appointee.
- (7) Your appointment to the said post shall be subject to undergoing the required medical examination by the Prescribed Medical Authority.
- (8) Your appointment to the said post shall be provisional and subject to the Verification of Character & Antecedents and all other relevant documents as are required under SRO-43 of 1994. If, at any stage, information/documents are found not verified or any false information is provided by you in your self-declaration / attestation forms, your provisional appointment shall be cancelled forthwith and other criminal / legal action will also be taken, as a consequence.
- (9) You will have to give an undertaking, that if anything adverse comes out in the character and antecedents verification or in the medical examination that would make you ineligible for appointment in the first instance, and, you will be liable to be discharged from Government service forthwith without any further notice.
- (10) In accordance with the existing instructions, a person shall not be eligible for appointment under the Administration of the Union territory of Ladakh, if he has entered into or contracted a marriage with a person having a spouse living or who having a spouse living has entered into or contracted marriage with any other person, provided that the Administration may, if satisfied that there are special reasons for doing so, exempt any person from the operation of this rule. This provisional offer of appointment is therefore, conditional upon satisfying the requirements mentioned above and also



furnishing to this Department a declaration to that effect in the prescribed proforma. If, however, you desire to be exempted from the operation of this rule for any special reason(s), you should make a representation in this behalf immediately.

- (11) Other conditions of service will be governed by the relevant rules and orders in force from time to time.
- (12) If you accept the provisional offer of appointment on the terms and conditions specified above, you should report to the *Office of the Chief Engineer, Public Health Engineering/Irrigation & Flood Control (PHE/I&FC), UT of Ladakh* along with the acceptance undertaking (**enclosed as Annexure I**) not later than 30 days from the date of issuance of this Memorandum. Failure to do so will result in the cancellation of the offer of appointment. Additionally, you are required to bring all original documents supporting your educational qualifications, date of birth, category/caste certificates and all other relevant documents as are required under SRO-43 of 1994, for verification and other administrative procedures.

**This issues with the approval of the Competent / Appointing Authority.**

  
(Dr. Mohammad Usman Khan) JKAS,  
Additional Secretary,  
PHE/I&FC Department.  
Dated:11.03.2026

**To,**

**Sh. Zakir Hussain S/o Late Mohmad Mussa(Helper) R/o Kochik Taisuru, Kargil.**

**Copy to the:**

1. Administrative Secretary, GAD, UT of Ladakh.
2. Chief Engineer, PHE/I&FC, Ladakh **with the following instructions:**
  - (a) It is required to verify all relevant documents as are required under SRO-43 of 1994 being submitted by the candidate concerned, and also refer the candidate to the prescribed medical authority for medical examination. The medical examination report / fitness certificate issued by the prescribed medical authority shall be submitted to this Department immediately, to enable the Competent Authority to issue Appointment Orders and further place the services of the appointee to your Department for further deployment etc.
  - (b) Further, it is required that the character rolls / attestation forms in respect of the candidate shall be filled in triplicate, along with undertaking etc. and two copies

forwarded to the District Magistrate concerned, in which the primary residence of the candidate is located, for the purpose of verification of character and antecedents.

- (c) The copy of the certificates regarding caste / category of the candidate, if any, shall be submitted to the issuing authority to verify its genuineness and to the Verification Committee of the Department of Social Welfare.
- (d) The certificates related to the essential educational qualifications shall be verified through the Institution / Examination Authority concerned.
3. State Informatics Officer, NIC, Ladakh, with the request to upload the memorandum on official website.
  4. Pvt. Secretary to the Hon'ble Lieutenant Governor, UT of Ladakh for kind information of the Hon'ble Lieutenant Governor.
  5. OSD to the Chief Secretary, UT of Ladakh for information of the Chief Secretary.
  6. P.A to the Administrative Secretary, PHE/I&FC Department for information of the Administrative Secretary.
  7. Office record.



**(Dr. Mohammad Usman Khan) JKAS,**  
Additional Secretary,  
PHE/I&FC Department.  
Dated: 11.03.2026

**Annexure – I**

**Undertaking and Acceptance of Offer of Appointment**

I, Mr. / Ms. \_\_\_\_\_ son / daughter / wife of  
Mr./Ms. \_\_\_\_\_, resident of

\_\_\_\_\_, do hereby unconditionally accept the offer of appointment to the post of ORDERLY/CHOWKIDAR under SRO-43 of 1994 in Public Health Engineering/ Irrigation & Flood Control (PHE/I&FC) Department under District cadre of District, Kargil vide Memorandum No. A/267/2023-(PHE, InFC) SECTION/(C.No. 12500) dated:11.03.2026 and also accept the terms and conditions mentioned therein.

I also undertake to to serve primarily within Kargil District as also in anywhere within the territorial/administrative jurisdiction of the Union territory of Ladakh in view of any exigencies that may arise, as per my service conditions and depending upon requirements of Public Health Engineering/Irrigation & Flood Control (PHE/I&FC) Department, UT of Ladakh.

I also agree to join duty at the designated place of posting which will be mentioned in the deployment orders, upon my appointment to the said post on or before the last date indicated therein, and abide by all conditions of service.

I further undertake that I shall not accept any other offer of appointment / appointment order / other assignment (*in the Administration of the UT of Ladakh or such other body duly constituted by law in force*), without prior approval of the Competent Authority / Appointing Authority.

I shall be liable not be appointed or to be discharged or dismissed from service, in the event it is found that I have willfully suppressed any information; given false declarations; submitted false documents in support of my appointment to the post of ORDERLY/CHOWKIDAR under SRO-43 of 1994 and have committed such other things or acts, which shall render me unfit to be in Government service, and I understand that I will be liable for criminal prosecution thereof.

*Signature* : .....

*Name (in BLOCK letters)* : .....

*Address* : .....  
.....  
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**To,**

**Additional Secretary, PHE/I&FC Department,  
UT of Ladakh.**

**Copy to:**

**Chief Engineer, PHE/I&FC Ladakh.**