





Government of Jammu and Kashmir
Directorate of Sheep Husbandry,
Srinagar, Kashmir.

Subject:- Up-dating of Seniority list of all Class-IV employees (Cadre-wise).

C I R C U L A R

All Drawing and disbursing Officer of this Department, are hereby directed to scrutinize Seniority list of all Class-IV employees viz ASMs Fieldmen, Orderlies/ Chowkidars, Attendants, Lab. Boys, Pony Attendants etc and prepare the same Separately for each cadre of their Districts and submit to this office for its up-dation within week's time positively.

Further, in addition to above, they are directed to please incorporate the Bio-data of all Class-IV employees presently working on higher posts in their **own pay and grade**, but left over in the Seniority list, issued previously by this office. The Seniority position of Class-IV employees fixed and their data recorded in the list be shown to each concerned and obtain his/her signature as a token of acceptance before its submission to this office. The concerned DDO should record a certificate that the data of each employee as mentioned in the list have been verified with the records and found correct, so that the up-dated Seniority list can be issued accordingly by this office.


(Dr. K. K. Sharma)
DIRECTOR
Sheep Husbandry Department
Kashmir

Dated: 09 - 04 - 2016.

No:-DSHK/Estt-37/Inf/1054-80
Copy to the:-

- 1) Joint Director Farms/Extension, Sheep Husbandry Department. Srinagar for information and necessary action.
- 2) Deputy Director Research (DIL) Srinagar for information and necessary action.
- 3) Deputy Director, SBF, Daksum/Dachigam for information and necessary action.
- 4) Principal Training Class Nowshera, Sgr. for information and n/a
- 5) District Sheep Husbandry Officer _____ for information and necessary action.
- 6) Assistant Director, SBF _____ for information and necessary action.
- 7) Fleece Testing Officer Nowshera, Sgr for information and necessary action.
- 8) All concerned file.
- 9) Incharge website for information.
- 10) Master file.