

J&K KHADI AND VILLAGE INDUSTRIES BOARD
EXHIBITION GROUND JAMMU

Subject: Reorganization of staff strength of Direction/Divisional and District Offices of Jammu & Kashmir Khadi & Village Industries Board.

Refer: Decision of Board on supplementary agenda item No: 98.01 of 98th meeting of Board of Directors of J&K KVIB held on 23.12.2011.

ORDER NO: KVIB 419 OF 2012
D A T E D: 28. 01. 2012

In partial modification of order No: KVIB/191 of 1992 dated: 08.10.1992 issued vide endorsement No: KVB/Estt/3582-102 dated: 08.10.1992 sanction is hereby accorded to the re-organisation of staff strength of Direction/Division Offices of J&K Khadi & Village Industries Board (KVIB) as per details given in **Annexure A** and District offices of J&K KVIB as per details given in **Annexure B** to this order.

Sd/-
(Ravinder Singh)
Secretary/Chief Executive Officer

NO: KVIB/Adm-451/4691-4718

Dated: 28.01.2012

Copy to the:-

1. Private Secretary to Hon'ble Minister for Industries and Commerce (Chairman KVIB) for information of Hon'ble Minister.
2. FA & CAO KVIB Jammu for information.
3. Dy. Chief Executive Officer J&K KVIB Jammu/Kashmir for inf.
4. Dy. Chief Executive Officer Central/Planning & Development.
5. District Officer KVIB_____ for information.
6. Office Order file/ 98th Board meeting file.
7. Concerned file.

**Annexure A TO ORDER NO: KVIB 419 OF 2012 DATED:28.01.2012 STAFF STRENGTH FOR
DIRECTION OFFICE & DIVISIONAL OFFICES OF
JAMMU & KASHMIR KHADI AND VILLAGE INDUSTRIES BOARD**

S. NO:	Designation of the Post.	Direction office KVIB Jammu/ Srinagar	Divisional office KVIB Kashmir Division	Divisional office KVIB Jammu Division
1.	Secretary / CEO.	01	00	00
2.	Financial Advisor & CAO	01	00	00
3.	Dy. Chief Executive Officer	02	01	01
4.	Law officer	01	00	00
5.	Adm. Officer	01	00	00
6.	Accounts officer.	01	00	00
7.	Asstt, Director (Sts)	01	00	00
8	Khadi Development officer	01	00	00
9	Publicity officer	01	00	00
10	Development officer (Beekeeping)	01	00	00
	Total.	11	01	01

B” ADMINISTRATIVE WING MINISTERIAL CADRE

1.	S. O. Administration	01	00	00
2.	Personal Assistant	02	00	00
3.	Head Assistant	02	01	01
4.	Stenographer	01	00	00
5.	Senior Assistant/Store Keeper	02	02	02
6.	Junior Assistant/Record Keeper	09	04	04
7.	Urdu Copiest	01	00	00
8.	Drivers	03	01	01
9.	Jamadar	01	00	00
10.	Orderlies	08	03	03
	Total.	30	11	11

“C” ACCOUNTS WING

1	Sr. Accountant (AAO)	02	01	01
2	Accountants/Sr. Auditors	04	02	02
3	Accounts Assistant/Jr. Auditor	05	03	03
4	Sr. Cashier	01	0	0
	Total.	12	06	06

“D” STATISTICAL & PLANNING WING

1	Statistical Officer	01	0	0
2	Statistical Assistant	02	0	0
3	Jr. Statistical Assistant.	04	02	02
	Total.	07	02	02

**Annexure A TO ORDER NO: KVIB 419 OF 2012 DATED: 28.01.2012 STAFF STRENGTH FOR
DIRECTION OFFICE & DIVISIONAL OFFICES OF
JAMMU & KASHMIR KHADI AND VILLAGE INDUSTRIES BOARD**

“E” EXECUTIVE WING

1	Assistant Registrar	0	01	01
2	Assistant Dev.Officer (L)	01	0	0
3	Senior Zonal Organizer	01	0	0
4	Junior Zonal Organizer	0	01	01
5	Field Publicity officer	0	01	01
6	Supervisor Oil/Oil Mistry	0	02	02
	Total.	02	05	05

“F” TECHNICAL WING

1	Technican/Organisor Beekeeping	0	01	01
2	Supervisor Beekeeping	01	0	0
3	Apiary Keeper Beekeeping.	01	0	0
4	Assistant Apiary Keeper	01	0	0
5	Field Man Beekeeping	05	0	0
	Total.	08	01	01
	Grand Total:-	70	26	26

Note: The Beekeeping staff viz, Fieldman, Assistant Apiary Keeper, Apiary Keeper and Supervisor, however shall be deployed by Development officer (Beekeeping) on need basis wherever required.

**Sd/-
(Ravinder Singh)
Secretary/Chief Executive Officer,
J&K Khadi & Village Industries Board**

J&K KHADI AND VILLAGE INDUSTRIES BOARD
OLD SECRETARIAT SRINAGAR

Subject:- Delegation of Administrative and Financial powers to the officers of J&K KVI Board.

ORDER NO: KVIB/212 of 2012

D A T E D:- 31.08.2012

As approved by the Board of Directors in its 99th meeting held on 9th of July 2012, the item NO: 12, 14, 16, 17 & 19 of order NO: KVIB/190 of 1992 dated 8.10.1992 is amended as under:-

Item NO:	Nature of powers	Officer	Power delegated
12	To sanction expenditure for office godown and other hired accommodation.	Secretary/CEO Dy. CEO (Division) E.O (District)	Upto Rs.5000/- Upo Rs.2000/- Upto Rs.1000/- to hire any accommodation.
14	To sanction local purchases of stationery articles subject to non availability certificates by the Superintendent Stationery Depot.	Secretary/CEO FA&CAO Dy. CEO/A.O E.O/A.E.O.	Full powers Rs.5000/- Rs.2000/- Rs.1000/- (subject to availability of Budget)
16	To purchase or issue sanction for purchase of equipments.	Secretary/CEO	Upto Rs.25000/- in each item or Rs.1,00,000/- per annum on the recommendation of the purchase committee.
17	To sanction expenditure on fixture and repairs/replacements of parts to machinery, equipments and tools, erection or removal of machinery.	Secretary/CEO	Upto Rs.10000/- in each item
19	To sanction expenditure towards publicity and programme including propaganda, including taxes, expenses, printing of pamphlet, sign Boards etc.	Secretary/CEO Dy. CEO	Full powers Upto Rs.5000/- per annum on the recommendation of the committee

Sd/-

(Ravinder Singh)
SECRETARY / CEO

NO: KVIB/Adm/99thBM/M-459/2699-2728

Dated. 31.08.2012

Copy for information to the:-

1. Pvt. Secretary to Hon'ble Minister for I&C (Chairman KVIB) for information of Hon'ble Minister.
2. FA & CAO, KVIB Srinagar.
3. Dy. CEO KVIB Jammu/Kashmir.
4. Dy. CEO (Central) KVIB Srinagar.
5. Dy. CEO (PMEGP/Planning) KVIB Srinagar.
6. EO/AEO KVIB _____
7. Administrative officer KVIB Srinagar.
8. Office Order file/C. File.

J & K KHADI AND VILLAGE INDUSTRIES BOARD
EXHIBITION GROUND JAMMU

Notification

No.KVIB/01

Dated.3.1.2011.

Subject: TO INCORPORATE CATEGORY-WISE NUMBER OF POSTS BORNE ON THE CADRE STRENGTH OF J&K KVIB IN THE SCHEDULE-I OF J&K KHADI AND VILLAGE INDUSTRIES BOARD STAFF REGULATIONS (AMENDED) 1998.

As approved by the Board in its 97th meeting held on 13.10.2010, the schedule - I of J&K Khadi and Village Industries Board Staff Regulation 1998 is amended as under:-

S. NO:	Designation of the Post.	Pay Band + Grade pay	NO: of posts
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"A" OFFICERS

1	Chairman		1
2	Vice Chairman		1
3	Secretary / CEO.	15600-39100+6600	1
4	Financial Advisor & CAO	15600-39100+6600	1
5.	Dy. Chief Executive Officer	15600-39100+6600	4
	Total.		8

"B" ADMINISTRATIVE WING (MINISTERIAL CADRE)

1	Law Officer	9300-34800+4800	1
2	Administrative officer	9300-34800+4800	1
3	Section officer	9300-34800+4600	1
4	Personal Assistant	9300-34800+4600	2
5	Head Assistant	9300-34800+4200	12
6	Stenographer	9300-34800+4200	1
7	Senior Assistant	5200-20200+2400	19
8	Store Keeper	5200-20200+2400	1
9	Junior Assistant/Jr. Cashier	5200-20200+1900	39
10	Urdu Copiest	5200-20200+1900	1
11	Driver	5200-20200+1900	5
12	Jamadar	5200-20200+1800	1

13	Orderlies/Far ash/Chowkidar.	4440-7440+1300	53
	Total:-		137

"C" ACCOUNTS WING

1	Accounts Officer	9300-34800+4800	1
2	Senior Accountant (AAO)	9300-34800+4600	4
3	Accountant/Sr. Auditor	9300-34800+4200	8
4	Accounts Assistant/Jr. Auditor	5200-20200+2800	33
5	Sr. Cashier	5200-20200+2800	1
	Total.		47

"D" STATISTICAL & PLANNING WING

1	Assistant Director (P&S)	9300-34800+4800	1
2	Statistical Officer	9300-34800+4600	1
3	Statistical Assistant	9300-34800+4200	2
4	Jr. Statistical Assistant.	5200-20200+2400	8
	Total.		12

"E" EXECUTIVE WING

1	Executive Officer	9300-34800+4800	12
2	Development Officer (Khadi)	9300-34800+4800	1
3.	Publicity Officer.	9300-34800+4800	1
4	Assistant Executive Officer/ Recovery officer	9300-34800+4300	10
5	Assistant Registrar	9300-34800+4200	2
6	Assistant Dev. Officer (L)	9300-34800+4200	1
7	Senior Zonal Organizer	9300-34800+4200	4
8	Junior Zonal Organizer	9300-34800+4200	24
9	Field Publicity officer	9300-34800+4200	2
10	Sr. Supervisor	5200-20200+2400	36
11	Supervisor Oil	5200-20200+2400	1
12	Junior Supervisor	5200-20200+1900	52
13	Oil Mistry	5200-20200+1900	3
	Total.		149

"F" TECHNICAL WING

1	Development Officer (BK)	9300-34800+4300	1
2	Technician Beekeeping	9300-34800+4200	1
3	Organizer Beekeeping	9300-34800+4200	1
4	Supervisor Beekeeping	5200-20200+2400	1
5	Apiary Keeper.	5200-20200+2400	1
6	Assistant Apiary Keeper	5200-20200+1900	1
7	Field Man	4440-7440+1300	5
	Total.		11
	Grand Total:-		364

Sd/-
Secretary/Chief Executive Officer
J&K Khadi and Village Industries Board

NO.KVIB/97th BM/3364-65

Dated 03.01.2011

Copy to the:-

1. Financial Advisor & CAO KVIB Jammu for information.
2. General Manager Government Press Jammu with the request that he will publish instant notification in forthcoming issue of Government Gazette.