

# **J&K KHADI AND VILLAGE INDUSTRIES BOARD**

## **EXHIBITION GROUND JAMMU**

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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 98<sup>th</sup> 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/ 98<sup>th</sup> 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
	<b>Total.</b>	<b>11</b>	<b>01</b>	<b>01</b>

**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
	<b>Total.</b>	<b>30</b>	<b>11</b>	<b>11</b>

**“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
	<b>Total.</b>	<b>12</b>	<b>06</b>	<b>06</b>

**“D” STATISTICAL & PLANNING WING**

1	Statistical Officer	01	0	0
2	Statistical Assistant	02	0	0
3	Jr. Statistical Assistant.	04	02	02
	<b>Total.</b>	<b>07</b>	<b>02</b>	<b>02</b>

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	Supervior Oil/Oil Mistry	0	02	02
	<b>Total.</b>	<b>02</b>	<b>05</b>	<b>05</b>

**“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
	<b>Total.</b>	<b>08</b>	<b>01</b>	<b>01</b>
	<b>Grand Total:-</b>	<b>70</b>	<b>26</b>	<b>26</b>

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 Boar

Annexure B TO ORDER NO: KVIB 419 OF 2012 DATED:28.01.2012 STAFF STRENGTH  
FOR DISTRICT/SUB-OFFICES OF  
JAMMU & KASHMIR KHADI AND VILLAGE INDUSTRIES BOARD

S: NO :	Name of the office	EO/ AEO	Sr. ZO	Jr. ZO	Sr. Sup/ Jr. Sup	H.A	Sr. Asstt	Jr. Asstt	Orderly	A/Asstt,	Total
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DISTRICT OFFICES

1.	Srinagar	01	00	01	04	00	01	01	02	01	11
2.	Ganderbal	01	00	01	04	00	01	01	01	01	10
3.	Baramulla	01	00	01	04	01	00	01	02	01	11
4.	Bandipora	01	00	01	04	00	01	01	01	01	10
5.	Anantnag	01	00	01	04	01	00	01	02	01	11
6.	Budgam	01	00	01	03	01	00	01	02	01	10
7.	Sub office Beerwah	00	01	00	01	00	00	00	01	00	03
8.	Kulgam	01	00	01	04	00	01	01	01	01	10
9.	Pulwama.	01	00	01	04	00	01	01	02	01	11
10.	Shopian.	01	00	01	04	00	01	01	01	01	10
11.	Kupwara	01	00	01	04	01	00	01	02	01	11
12.	Leh	01	00	01	04	00	01	01	02	01	11
13.	Kargil	01	00	01	04	00	01	01	02	01	11
14.	Jammu	01	00	01	04	00	01	01	02	01	11
15.	Kathua	01	00	01	03	01	00	01	02	01	10
16.	Sub office Billawar	00	01	00	01	00	00	00	01	00	03
17.	Samba	01	00	01	04	01	00	01	01	01	10
18.	Udhampur	01	00	01	04	01	00	01	02	01	11
19.	Reasi	01	00	01	04	00	01	01	01	01	10
20.	Doda	01	00	01	04	01	00	01	02	01	11
21.	Kishtwar	01	00	01	04	00	01	01	01	01	10
22.	Ramban	01	00	01	04	00	01	01	01	01	10
23.	Rajouri	01	00	01	03	00	01	01	02	01	10
24.	Sub office Nowshera	00	01	00	01	00	00	00	01	00	03
25.	Poonch	01	00	01	04	00	01	01	02	01	11
	Total:-	22	03	22	88	08	14	22	39	22	240

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