

INFORMATION HANDBOOK UNDER RIGHT TO
INFORMATION ACT, 2009 WITH RESPECT TO
GENERAL ADMINISTRATION DEPARTMENT

Introduction

The J&K Right to Information Act, 2009 as passed by the Jammu and Kashmir State Legislature received the assent of the Governor on 20th March, 2009. The Act provides for setting out the regime of Right to Information for the people of the State to secure access to information under the Control of Public Authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of a State Information Commission and for matters connected therewith or incidental thereto.

The objective of this handbook is to provide information to the intended users regarding different function being delivered by the General Administration Department.

Chapter – 1

Particulars of Organization, Functions and Duties

The business of the Government of Jammu and Kashmir is transacted in accordance with the Jammu and Kashmir Business Rules. These rules have been framed under section 43 and sub-section 2 of Section 45 of the Constitution of the State. The Council of Ministers headed by the Chief Minister is the highest executive authority of the State under the Constitution. Each Minister is Incharge of one or more Administrative Departments. At the Secretariat level, the business of the Government is transacted through various Departments, each one or more Department headed by an Administrative Secretary.

In terms of Rule 4 (i) of the **Business Rules**, following subjects are assigned to the General Administration Department.

- (i) All India Services/Jammu and Kashmir Administrative Service.
- (ii) Coordination of working of different Departments of Government.
- (iii) Cabinet work.
- (iv) Services Selection Board.
- (v) Personnel administration.
- (vi) Public Service Commission.
- (vii) Secretariat administration.
- (viii) Services

(ix) Vigilance Organization.

(x) IMPA.

The **GENERAL ADMINISTRATION DEPARTMENT** by virtue of its duties is the nerve center of the administration. The Department functions under the supervision and guidance of the Chief Minister, the Chief Secretary and the Administrative Secretary of GAD, who at present is of the rank of Commissioner/Secretary to Government.

The Department plays a lead role in formulation of policies for smooth functioning of the Departments. It monitors and coordinates their working. For better appreciation of the cases involving policy decisions relating to various Departments, the matters are placed before the Apex Committee called Establishment-cum-Selection Committee for advice/guidance. The Committee is headed by the Chief Secretary with senior most officers as its Members. The cases after thorough examination at different levels are submitted for orders of the Competent Authority as provided under rules. However, depending upon the delegation of powers, the cases are submitted to the Chief Secretary, the Hon'ble Chief Minister or the Cabinet, as the case may be. The cases listed in Schedule IV of the J&K Government Business Rules are submitted to H.E. the Governor by the Hon'ble Chief Minister.

The Administrative Secretary of the Department is assisted by a team of officers of the rank of Special Secretaries/Additional Secretaries/Deputy Secretary and Under Secretaries.

Down-below the Under Secretary there is an established non-gazetted administrative hierarchy headed by the Section Officer. The procedures for dealing with the cases and the functions of the non-gazetted staff have been defined in **Secretariat Manual**. As per the Secretariat Manual, the Section Officer is empowered to dispose of certain issues at his own level or seek information from the concerned offices which he feels would be relevant for decision making.

With a view to dealing with the different issues pertaining to the General Administration Department, different Sections have been set up. The brief description is as under :-

- (i) **SERVICES SECTION:-** The Section is headed by an officer of the rank of Special Secretary/Additional Secretary. The issues relating to IAS/KAS are being dealt with by the Section. These include the personnel matters like appointments, promotions, trainings, settlement of service benefits etc. Further, the Section regulates the appointment of officers to various feeding Services to the KAS. The Administrative Secretary of the General Administration Department or his representative not below the rank of Additional Secretary represents the Chief Secretary in the Departmental Promotion Committees in the Public Service Commission. The valuable assistance is provided to the DPC/PSC in finalizing the promotions in accordance with the rules.

The Section also deals with the services like Under Secretaries, Administrative Officers, Private Secretaries of Secretariat/HODs.

There is also a Common Pool of Officers. Appointment to the Common Pool is made from amongst the Heads of the Departments other than IAS, IPS, IFS and KAS. This Common Pool is also managed by the Services Section.

The issues pertaining to the Services as broadly defined above are placed before the Establishment-cum-Selection Committee for advice in case it is so required.

- (ii) **VIGILANCE SECTION:-** The General Administration Department is the Administrative Department of the Vigilance Organization. The Vigilance Section in the GAD deals with the cases where vigilance organization has taken action against any officer(s)/official(s) under prevention of corruption Act. The role of this section is to obtain approval of the competent authority for accord of sanction to the prosecution against an official involved in

corruption case. The vigilance section also gives clearances from corruption angle for promotion of the officers.

Besides the Services and Vigilance Sections, there is a **General Administration Branch** which deals with the following subjects :-

- (i) Cabinet/Coordination
- (ii) Administration
- (iii) Establishment
- (iv) Planning & Statistics.
- (v) Monitoring
- (vi) Legal Section

This Branch is headed by an officer of the rank of Additional Secretary/Special Secretary.

(iii) **CABINET SECTION/CO-ORDINATION SECTION:-**

In terms of Rule 8 of the Jammu and Kashmir Government Business Rules, all the cases referred to in the Second Schedule shall be brought before the Cabinet.

Similarly, in terms of Rule 31 (2) of the Jammu and Kashmir Government Business Rules, the classes of the cases listed in the third schedule shall be submitted to the Chief Minister through Chief Secretary.

The Administrative Departments submit the cases contained in the second schedule and the third schedule of the Jammu and Kashmir Business Rules to the General Administration Department for orders of the Cabinet/Chief Minister, as the case may be. These cases are examined in the Cabinet/Coordination Section of the

General Administration Department and subsequently processed for orders of the Competent Authority.

- (iv) **ADMINISTRATION SECTION:-** General Administration Department receives communications from different Departments of the State Government and the Government of India on varied issues. These include the opinion cases from different Departments, policy formulation like Recruitment etc. conferment of awards, visit of VVIPs, contractual appointments, inter-departmental transfers, foreign visits and the cases of freedom fighters etc. Amendments in Business Rules and other issues of general nature not specifically otherwise defined are also being dealt with by GAD. It also attends to day to day administrative matters of urgent nature. This Section has, rather, a supervisory role over all the Departments functioning in the Secretariat and outside the Secretariat.

The representative of the GAD not below the rank of Under Secretary also attends various meetings of various Standing Committees where valuable assistance is provided to the Departments on the rules and procedures.

- (v) **LEGAL SECTION:-** There is a full-fledged Legal Section in the General Administration Department which deals with the legal issues like providing opinion/advise on legal matters pertaining to the GAD and also on the issues referred to by various Departments. The Section attends to the litigation in the cases where either GAD is directly involved or where the Chief Secretary has been arrayed as a respondent. The Section also provides advice on the policy formulation of the Government which become subject matter of litigation before any Competent Court of the Country.
- (vi) **ESTABLISHMENT SECTION:-** This section deals with the non-Gazetted cadre management of the employees of different Departments of the secretariat. The section also

deals with the issues of providing necessary staff to different Hon'ble Ministers.

- (vii) **Monitoring Section:-** This Section deals with the cases of the compassionate appointments of those killed as a result of Militancy related violence, monitors the functioning of SSB/PSC. This section also deals with the implementation of reservation policy in the State.
- (viii) **Planning and Statistics Section:-** This section deals with the collection of data which may be required for framing policies by the Government. During the Legislative Session, the Section plays a coordinating role in collecting information from different Departments for preparing replies to the Questions raised by Hon'ble Members.
- (ix) **The Public Information Officer (PIO):-** Any citizen can seek information pertaining to General Administration Department in terms of the relevant provisions of J&K Right to Information Act-2009 and Rules notified there under vide SRO 196 of 2009 dated 20.07.2009.

The Public Information Officer (PIO) in case of issues pertaining to GAD is **Shri** Mohammad Shahid Saleem, KAS, Deputy Secretary to Government, General Administration Department.

The **Shri G. S. Chib, KAS** Special Secretary to Government, General Administration Department is the 1st Appellate Authority.

The officers of the General Administration Department are available for public hearing on every working day between 1 to 5 p.m. Any person can approach the officers for redressal of grievances/enquire about the status of pending case, if any, in the General Administration Department.

The particulars of the officers of the General Administration Department are available on its Website www.jkgad.nic.in

Office Timings

Morning Hours of the office	=	09.30 A.M
Closing Hours of the office	=	05.00 P.M

Chapter – 2

Powers and Duties of Officers and Employees

The General Administration Department plays a lead role in formulation of policies for smooth functioning of the Departments. It monitors and coordinates their working. For better appreciation of the cases involving policy decisions relating to various Departments, the matters are placed before the Apex Committee called Establishment-cum-Selection Committee for advice/guidance. The Committee is headed by the Chief Secretary with senior most officers as its Members. The cases after thorough examination at different levels are submitted for orders of the Competent Authority as provided under rules. However, depending upon the delegation of powers, the cases are submitted to the Principal/Secretary, the Chief Secretary, the Hon'ble Chief Minister or the Cabinet, as the case may be. The cases listed in Schedule IV of the J&K Government Business Rules are submitted to H.E. the Governor by the Hon'ble Chief Minister.

The Administrative Secretary of the Department is assisted by a team of officers of the rank of Special Secretary/Additional Secretaries/Deputy Secretary and Under Secretaries.

Down-below the Under Secretary there is an established Non-Gazetted administrative hierarchy headed by the Section Officer. The procedures for dealing with the cases and the functions of the non-gazetted staff have been defined in **Secretariat Manual**. As per the Secretariat Manual, the Section Officer is empowered to dispose of certain issues at his own level or seek information from the concerned offices which he feels would be relevant for decision making.

Chapter - 3

Rules, Regulations, Instructions, Manual and Records,
for Discharging Functions.

The list of rules, regulations, instructions, manual and records is hosted on the website of the General Administration Department i.e www.jkgad.nic.in.

Chapter – 4

A statement of boards, council, committees and Other bodies constituted as its part.

The General Administration Department, Administers and Monitors the functioning of the following Organizations/Statutory Bodies/Boards:-

1. **Public Service Commission**
2. **Services Selection Board.**
3. **State Vigilance Organization.**
4. **J&K IMPA**

1. Public Service Commission:-

Till the end of the year 1954 there was no formal recruiting agency in the state of Jammu and Kashmir. A Public Service Recruitment Board' was set up on December 31, 1954. Subsequently with the coming into force of the "Constitution of Jammu and Kashmir State" on 26th of January 1957, "Jammu and Kashmir Public Service Commission" was established, under section 128 of the Constitution of J&K, on September 2, 1957, with Major General Yadev Nath Singh PVC, as it is first Chairman.

Under section 129 of the Constitution of Jammu and Kashmir the Chairman and the Members of the Public Service Commission are appointed by the Governor for a period of five years or till he attains the age of 65 years whichever is earlier.

The functions of the Commission, as defined under section 133 of the Constitution of the State are: -

1. It shall be duty of Commission to conduct

examinations for appointments to the services of the State.

2. The Commission shall be consulted: -

- a. On all matter relating to methods of recruitment to Civil Services and for Civil posts.
- b. On the principles to be followed in making appointments to Civil Services and posts and in making promotions and transfers from one service to another and on the suitability of candidates for such appointments, promotions or transfers;
- c. On all disciplinary matters affecting a person serving under the Government including memorials or petitions relating to such matters;

And it shall be the duty of the Commission to advise on any matter so referred to them or any other matter, which the Governor may refer to them:

Provided that the Governor may make regulations specifying the matters in which either generally, or in any particular class of cases or in any particular circumstances, it shall not be necessary for the Commission to be consulted.

Nothing in sub –section (2) shall require the Commission to be consulted as respects the manner in which a provision may be made by the State for the reservation of appointments or posts in favour of any class of permanent residents which in the opinion of the Government is not adequately represented in the services under the State.

All regulations made under the proviso to sub-section (2) by the Governor shall be laid for not less than fourteen days before each House of the Legislature as soon as possible after they are made, and shall be subjected to such modifications, whether by way of repeal or amendment, as the Legislative Assembly may make during the session in which they are so laid.

For further details visit JKPSB website
<http://www.jkpsc.org>

1. Services Selection Board.

Introduction:

The Services Selection Board has been constituted in exercise of powers conferred by Provision of Section 124 of the Constitution of Jammu and Kashmir. The Rules have been made under SRO 194 of 1992 as amended upto date. The Rules are applicable to the following Non-Gazetted categories of posts:-

For further details visit JKSSB website
<http://www.jkssb.nic.in>

State Cadre Posts

State cadre posts involve the vacancies in the Indenting Departments across the State for which the merit is judged across the Board.

Divisional Cadre Posts

The Divisional Cadre Posts are those posts which are borne on the establishment of the offices working in the Division. These posts are considered for the concerned Divisions and Advertisements are meant in the manner to indicate the posts available in a Division. Accordingly, the selection is also made across the Division whoever applies for these posts.

District Cadre Posts

The District cadre posts are those posts borne on the establishment of a district and the vacancies are referred by the Administrative Secretaries and Advertisement for a district and selections are also made for the district only.

The Chairman, Members and Secretary of the Board are deputed/nominated by the government from the in-service IAS/KAS Offices or the persons of immense repute in the field of education.

2. Vigilance Organization.

This Organization is **primarily** an agency to check corruption by Government officers/officials. The Organization is headed by Vigilance Commissioner. The working of the Organization includes keeping a proper monitoring of all the Government functioning and take cognizance of cases involving financial irregularities.

For further details visit State Vigilance Organization website <http://jkvigilance.nic.in/>

5. J&K IMPA

The Jammu & Kashmir Institute of Management, Public Administration and Rural Development (IMPA), came into existence as an autonomous Society under the aegis of the State Government on 04.09.1986. The institute was created for in-service training to the State Government employees as also to undertake research and consultancy in areas of crucial importance to the administration of the State. Recognizing the dire need for capacity building and skill enrichment among civil services, state government planned to augment manpower pool so as to create high quality managerial cadre for manning different echelons of the administration.

The basic premise of establishing the Institute was to inculcate quality decision making competencies among different individuals and organizations in the government. Since its inception, the Institute has played a pivotal role in shaping the thinking processes and fresh perspective

of civil servants not with standing many infrastructural constraints.

The role of IMPA has assumed greater significance in view of the rapid advances in technology, economy and managerial practices occurring all over the country. The state per se cannot remain isolated and immune from such changes. IMPA can claim with a sense of pride and achievement for its vital role in keeping the administrative machinery of the State abreast of latest developments in the country and the world at large. It has undertaken research studies on strategically important and contemporary issues, which explore and suggest policy options, having bearing on quality of governance and issues of public interest. It has also conducted several training programmes on various aspects of the theory and practice of Public Administration.

For further details visit **J&K Institute of Management, Public Administration & Rural Development, J&K (IMPA).**
<http://www.jkimpa.nic.in/>

Chapter – 5

The names, designations and other particulars of
The Public Information Officers.

Public Information Officers:

1.	Name	Mohammad Shahid Saleem, KAS
2.	Designation	Deputy Secretary to Government, General Administration Department
3.	STD Code	Jammu – 0191 Srinagar – 0194
4.	Ph.No. Office	Jammu – 2545702 Srinagar – 2473664
5.	Fax	Same
6.	Email	mssd2007@rediffmail.com
7.	Address	General Administration Department

1st Appellate Authority:

1.	Name	G. S. Chib, KAS
2.	Designation	Special Secretary to Government,
3.	STD Code	Jammu – 0191 Srinagar – 0194
4.	Ph.No. Office	Jammu – 2545702 Srinagar – 2473664
5.	Fax	Same
6.	Email	gs.chib@rediffmail.com
7.	Address	General Administration Department

Chapter – 6

The net monthly remuneration (excluding GPF & other deductions) received by each of the officers and employees of
the General Administration Department

S.No.	Name and Designation	Gross Amount	Net Amount
1	MADHAV LAL, IAS	133620	93301
2	SHEIKH MUSHTAQ AHMAD, IAS	118392	88293
3	FEROZ AHMAD SHEIKH, KAS	64370	64271
4	BASHIR AHMAD DAR, GAZ	56014	46915
5	FAYAZ AHMAD LONE, GAZ	54737	31138
6	MOHAMMAD SHAHID SALEEM	47378	34779
7	RAJESH SHARMA, KAS	49058	42959
8	KHALID MAJEED, GAZ	53850	43251
9	AIJAZ ABDULLAH SARAF, KAS	55883	50653
10	DILSHADA KHAN, GAZ	101745	101515
11	RATTAN LAL	44328	42229
12	HAKIM ASHIQUE HUSSAIN	57803	28704
13	RAKESH SHARMA, GAZ	47208	41109
14	K. K. GANJOO, GAZ	44618	41519
15	ARCHANA RAINA, GAZ	43187	33498
16	LABHU RAM DIGRA, GAZ	53572	44473
17	TAHIR MUSTAFA, GAZ	38643	32544
18	SUBASH CHANDER RAINA, GAZ	44459	32778
19	MANZOOR AHMAD (U/S), GAZ	44359	33744
20	HASHMAT ALI, GAZ	58845	42735
21	G.S.CHIB, KAS	89777	79604
22	R. K. VERMA, KAS	89777	76626
23	IQBAL AHMAD PANDITH	40844	31656
24	SAYED NASEEM AHMAD INDRABI	33463	21255
25	ROHI JOHN	39790	29891
26	BAHA-UD-DIN	30811	22712
27	AMRIK SINGH	33481	31882
28	MOHAMMAD IQBAL LONE	33444	31345
29	REMATULLAH SHAH	33037	25252
30	MOHAMMAD ABDULLAH	31650	24151
31	SAROJ KHAH	31650	25351
32	MOHAMMAD AYOUB SOFI	38328	30229

33	SATWANT SINGH	43736	43637
34	SUHAIL YOUSUF KHAN	38328	23229
35	YASMEEN JAN	43675	25305
36	AJAZ AHMAD QURESHI	32519	14420
37	RENU MUNSHI	39679	30996
38	MANAHOR KRISHAN BHAT	50871	37225
39	SURINDER KUMAR	32519	28420
40	BILAL-UR-REHMAN	31705	20606
41	SURINDER KUMAR MIRZA	40266	27167
42	JANAK RAJ KUNDAL	30170	20071
43	ABID KHAN	29319	18220
44	ABDUL RASHID LONE	28403	20304
45	ABID HUSSAIN LONE	24872	17773
46	ASIF RASHID WANI	28190	23152
47	ABDUL HAMID DHOBI	31428	24252
48	JAVID AHMAD PUNJABI	26414	22315
49	FIAZ AHMAD MALIK	27654	21555
50	GH. MOHAMMED BHAT	26895	21796
51	ASHOK KUMAR	31648	24549
52	RAMESH KUMAR RAINA	29208	26109
53	SHAM LAL (SC)	25351	15920
54	ROMESH KUMAR	28190	15291
55	LEENA VASHAN	26154	24055
56	BISHAN DASS	28431	7646
57	ANJALI KOUL	27031	21932
58	RAJPAL SINGH	27654	19846
59	MOHAMMAD IQBAL BHAT	28357	22168
60	AJIT SINGH (R/ROOM)	32908	29809
61	LAXMI KANTH	28431	19332
62	PARVEEZ AHMAD KHAN	29485	21402
63	NARESH KUMAR (JSS)	30910	23811
64	NISAR AHMAD BHAT	30059	22960
65	FAYAZ AHMAD MIR	31354	21176
66	MEHRAJUD-DIN DAR(SF)	28431	22832
67	FAMIDA BANO	38569	23393
68	SHOWKAT AHMAD MIR	35257	30158
69	MADAN LAL	28431	20186
70	KHURSID AHMAD DAR	26636	14406
71	MUDASIR NABI KHAN	23214	15449
72	MUSHTAQ AHMAD LALA	35720	24121
73	GH. HASSAN BANGROO	19697	12195

74	NIRMALA KUMARI	27191	22092
75	TILAK RAJ (NG) -92	24935	19836
76	SHAHID HUSSAIN	23677	19496
77	BILAL AHMAD BHAT	23677	14493
78	JAVID AHMAD ZARGAR	23677	14078
79	FAYAZ AHMAD BHAT	23677	22078
80	RAKESH SINGH	23029	19930
81	DARSHAN MASHI	24028	17929
82	GH. RASOOL HAJI	21202	17964
83	MOHAMMED YASIN GANAI	20125	14626
84	MULKH RAJ	19884	18785
85	SHASHI PAUL SHARMA	26120	24021
86	SHEIKH MOHAMMAD ABDULLAH	18515	13337
87	SAWARN SINGH	22400	17301
88	MUSHTAQ AHMAD WANI	22400	20226
89	TARIQ AHMAD WAN	28505	26827
90	SHEELA TIKOO	22177	13953
91	MUKHTAR AHMAD KHAN	22252	17317
92	ABDUL GANI BHAT	21697	16598
93	RAJ KUMAR (JA)	20513	18414
94	PANKUL VAID	20513	17414
95	HAKIM SHAKEEL AHMAD	22145	15632
96	ANKU CHOWRA	20513	17414
97	VIKAS SHARMA	20513	19414
98	SUSHMA DEVI	27746	22606
99	SYED FERAZ AHMAD	18922	12323
100	NARESH SHARMA	20532	17858
101	SYED BILAL AHMAD	18922	13523
102	MUKINDER KUMAR	22400	19101
103	KABIR AHMAD	20513	19414
104	BABITA KUMARI TICKOO	27709	14452
105	SUNITA MOZA	19032	14933
106	RANJEET SINGH	18922	14819
107	JASBIR SINGH	19440	16541
108	SHAIMA NARGIS	19440	12341
109	ABDUL HAMID	18922	15823
110	KIRAN BALA	17422	9177
111	KOASER PARVEEN	23677	19328
112	NAKE SINGH	20513	16614
113	NEELAM DEVI	16856	15757
114	RAKESH KUMAR (JA)	17949	16850

115	SHAFIQ AHMAD SHAH	24028	18929
116	MANZOOR AHMAD DAR	19948	14352
117	JOGINDER KHANA	20900	17123
118	AB. RASHID HAJAM	20779	12648
119	ROMESH KUMAR (C/S)	19410	14214
120	KUNDAN LAL	17024	15925
121	KIRPAL SINGH	20791	16639
122	SUNIL KUMAR BHAT	14969	13804
123	SHAHEEN	22049	16826
124	MANZOOR AHMAD BANKA	17949	16314
125	VARUN SHARMA	17024	13825
126	MUZAFAR NABI WANI	17949	13146
127	ZUBAIR AHMAD YAZDANI	17949	11964
128	ZAHOOR AHMAD GANIE	17949	13152
129	AMARDEEP SINGH	17967	15268
130	GOTAM SHARMA	17024	14325
131	VIRINDER KUMAR	17882	15183
132	MUSHTAQ AHMAD MIR	17949	15145
133	PARAM JEET SINGH	17024	15925
134	JASBINDER SINGH	17449	14750
135	TILAK RAJ (IV)-140	20433	18084
136	SHAFIQ AHMAD KHAN	19867	16518
137	NARESH KUMAR-I	21371	18260
138	PINKY RAINA	36277	21578
139	MOHAMMAD TARIQ BHAT	42432	31033
140	MOHAMMED AZAM,C-IV	20798	17640
141	BASHIR AHMAD LONE,C-IV	20039	15930
142	MOHAMMED SHAFI SHAH,C-IV	20039	18844
143	MOHAMMED YOUSUF HAJAM,C-IV	20076	12885
144	MAQBOOL HUSSAIN,C-IV	19762	13642
145	MUSHTAQ AHMAD,C-IV	18475	16366
146	NARAIN DASS,C-IV	20366	15578
147	BASHIR AHMAD SHEIKH,C-IV	18835	15646
148	DES RAJ,C-IV	16395	13686
149	MOHAMMAD RAMZANHAROON,C-IV	20039	12409
150	AJAY KUMAR,C-IV	17569	11240
151	KAKA JI BHAT,C-IV	16070	12961
152	AJAZ AHMAD PARA,C-IV	16070	11971
153	YASHPAL SINGH,C-IV	17162	13593
154	MOHAMMAD RAFIQ KHAN,C-IV	20086	19120
155	GHULAM HASSAN DAR,C-IV	17846	11937

156	BASHIR AHMAD BHAT,C-IV	12777	12678
157	GHULAM MOHAMMAD PEER,C-IV	12777	12678
158	IMTIYAZ AHMAD KHAN,C-IV	12777	12678
159	MOHAMMAD TARIQ SHAH,C-IV	12777	11478
160	MANZOOR AHMAD GANAI,C-IV	18179	13926
161	HASINA BANO,C-IV	18179	10980
162	GH. MOHAMMED WANI,C-IV	20613	11004
163	BODH RAJ,C-IV	16533	15424
164	SHAKUNTULA DEVI,C-IV	15051	12942
165	MOHAMMED ASLAM SHEIKH,C-IV	18179	13470
166	PARVAZ AHMAD SOFI,C-IV	17328	14219
167	AJAZ AHMAD WANI,C-IV	17569	16460
168	KHURSHID AHMAD KHAN,C-IV	18179	17080