

**Government of Jammu and Kashmir,
Revenue Department, Civil Secretariat,
Srinagar**

Subject:- Creation/establishment of a separate/independent Registering Department for registration of various types of deeds/documents under the Registration Act, 1908.

Ref:- State Administrative Council Decision No.246/22/2019 dated 22-10-2019.

**Government Order No:-117 -Rev (S) of 2019
Dated:-24-10-2019**

Sanction is hereby accorded to the;

- i. creation/establishment of a separate and Independent Registering Department, as per the composition given in Annexure- A, for purposes of the Registration Act, 1908 (Central Act), which shall function under the overall administrative control of the Revenue Department.
- ii. creation of posts under various categories indicating the corresponding pay scales, as per the details given in Annexure-B, for making the Registering Department functional.

By order of the Government of Jammu and Kashmir.

Sd/-

(Abdul Majid)

Secretary to the Government
Revenue Department

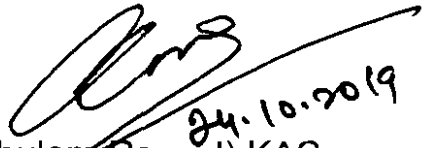
Dated:-24-10-2019

No:- Rev/S/217/2019 (Part)

Copy to the:-

1. Financial Commissioner, Finance Department.
2. Financial Commissioner, Health and Medical Education Department.
3. Financial Commissioner to the Hon'ble Governor, J&K.
4. Financial Commissioner, Revenue, J&K, Srinagar.
5. All Principal Secretaries to the Government.
6. Principal Resident Commissioner, J&K Government, New Delhi.
7. All Administrative Secretaries to the Government.

8. Divisional Commissioner, Jammu, Kashmir and Ladakh.
9. Registrar General, J&K High Court.
10. Commissioner Survey and Land Records (Ex-Officio Settlement Commissioner, J&K.
11. All Principal District and Sessions Judges.
12. All Deputy Commissioners.
13. All Heads of the Departments.
14. Relief and Rehabilitation Commissioner Migrants, J&K.
15. All Regional Directors Survey and Land Records (Ex-Officio Settlement Officers).
16. Director Information, J&K, Srinagar.
17. Custodian General, J&K, Srinagar.
18. Director Estates, Civil Secretariat, Srinagar.
19. OSD to Advisor (G)/(KS)/(S)/(K) to the Hon'ble Governor, J&K.
20. All Additional Deputy Commissioners/ACRs/SDMs.
21. Pvt. Secretary to Secretary to the Government, Revenue Department.
- ✓ 22. Incharge website Revenue/GAD.
23. Govt. Order file/Stock file.

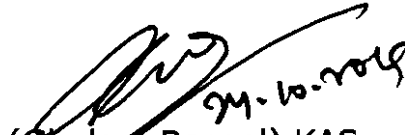

24.10.2019
(Ghulam Rasool) KAS
Deputy Secretary to the Government
Revenue Department

Annexure-A to the Government Order No. 117 -Rev(S) of 2019

Dated:-24-10-2019

**Composition of the Registering Department for purposes of the
Registration Act, 1908 (Central Act)**

Sr. No	Designation	Pay Scale
Apex monitoring (UT level) office set up		
1.	Inspector General of Registration	144200-218200
2.	Additional Inspector General of Registration	123100-215900
3.	Senior Law Officer	67700-208700
4.	Headquarter Assistant	47600-151100
5.	Programme Manager (IT Trained)	47600-151100
6.	Legal Assistant	35900-113500
7.	Jr. Scale Stenographer	35400-112400
8.	Driver	25500-81100
9.	Orderly	14800-47100
District (Registrar) Level Office Set up		
1.	Registrar	78800-209200
2.	Data Entry Operator	25500-81100
3.	Reader	35400-112400
4.	Junior Assistant (Nazir)	25500-81100
5.	Orderly	14800-47100
Sub-Divisional (Sub-Registrar) Level Office Set up		
1.	Sub-Registrar	67700-208700
2.	Data Entry Operator	25500-81100
3.	Reader	35400-112400
4.	Junior Assistant (Nazir)	25500-81100
5.	Orderly	14800-47100


(Ghulam Rasool) KAS

Deputy Secretary to the Government
Revenue Department

Annexure-B to the Government Order No. 117 -Rev(S) of 2019

Dated:- 24-10-2019

**New Creation of posts under various categories for Registering
Department**

Sr. No	Designation	No. of Posts required	Pay Scale
Apex monitoring (UT level) office set up			
1.	Senior Law Officer	1	67700-208700
2.	Headquarter Assistant	3	47600-151100
3.	Programme Manager (IT Trained)	1	47600-151100
4.	Legal Assistant	2	35900-113500
5.	Jr. Scale Stenographer	3	35400-112400
6.	Driver	3	25500-81100
7.	Orderly	08	14800-47100
District (Registrar) Level Office Set up			
1.	Registrar	22	78800-209200
2.	Data Entry Operator	22	25500-81100
3.	Reader	22	35400-112400
4.	Junior Assistant (Nazir)	22	25500-81100
5.	Orderly	22	14800-47100
Sub-Divisional (Sub-Registrar) Level Office Set up			
1.	Sub-Registrar	67	67700-208700
2.	Data Entry Operator	67	25500-81100
3.	Reader	67	35400-112400
4.	Junior Assistant (Nazir)	67	25500-81100
5.	Orderly	67	14800-47100


Ghulam Rasool) KAS

Deputy Secretary to the Government
Revenue Department