



GOVERNMENT OF JAMMU AND KASHMIR
GENERAL ADMINISTRATION DEPARTMENT
Civil Secretariat, J&K.

Subject: Constitution of committee for recommending measures for Budget-Neutral Cadre Restructuring across Administrative Departments.

Government Order No.:1150-JK(GAD) of 2026

Dated:01.07.2026

Sanction is hereby accorded to the constitution of committee, comprising the following, for recommending Budget-Neutral Cadre Restructuring across Administrative Departments in the Union territory of Jammu & Kashmir:-

1.	Administrative Secretary, ARI & Trainings Department	Chairperson
2.	Additional Secretary to the Government, General Administration Department (Services)	Member
3.	Representative of Finance Department (not below the rank of Additional Secretary to the Government)	Member
4.	Representative of Department of Law, Justice & Parliamentary Affairs (not below the rank of Additional Secretary to the Government)	Member
5.	Representative of the concerned Administrative Department (not below the rank of Additional Secretary to Government)	Member
6.	Deputy Secretary/Under Secretary to the Government, ARI & Trainings Department	Member Secretary


01/07

The Committee may co-opt any officer(s) or subject-matter expert(s), as deemed necessary, for the effective discharge of its mandate.

The Committee shall, upon completion of its examination, submit its recommendations to the concerned Administrative Department whose cadre is under review, for consideration in the Department and further action under rules.

Terms of Reference:

- i. To undertake a comprehensive review of the cadre structure of all Administrative Departments and their subordinate offices.
- ii. To examine the existing manpower deployment and assess staffing requirements with a view to ensuring optimum utilization of human resources.
- iii. To identify vacant posts and examine the reasons for their continued vacancy, utilization pattern, and functional relevance.
- iv. To identify posts, designations, and functional units that have become obsolete, redundant or otherwise unsuitable in the present administrative context.
- v. To examine proposals for merger, re-designation, re-distribution, upgradation, downgrading, or rationalization of posts and cadres, wherever necessary.

- vi. To recommend measures for cadre restructuring in accordance with contemporary administrative and governance requirements, while ensuring improved efficiency, accountability, and service delivery.
- vii. To ensure that all recommendations are strictly budget-neutral and do not involve creation of additional posts or any recurring financial liability on the Government.
- viii. To examine the impact of proposed restructuring on promotional avenues, career progression and organizational efficiency.

By Order of the Government of Jammu and Kashmir.

Sd/-

(M. Raju) IAS

Commissioner/Secretary to the Government

No. GAD-ADM0IV/110/2026-09-GAD

Dated:01.07.2026

Copy to the:-

1. All Financial Commissioners (Additional Chief Secretaries)
2. Director General of Police, J&K
3. All Principal Secretaries to the Government
4. Principal Secretary to Hon'ble Lieutenant Governor, J&K
5. All Commissioner/Secretaries to the Government
6. Chief Electoral Officer, J&K
7. Joint Secretary (JKL), Ministry of Home Affairs, Government of India
8. Divisional Commissioner, Jammu/Kashmir
9. Resident Commissioner, J&K Government, New Delhi
10. Director General, J&K Institute of Management, Public Administration & Rural Development
11. All Deputy Commissioners
12. Director Information, J&K
13. Chairperson, J&K Special Tribunal
14. All Heads of the Departments/Managing Directors
15. Director, Archives, Archaeology and Museums, J&K
16. OSD/Private Secretary to Hon'ble Deputy Chief Minister, J&K
17. OSD/Private Secretary to Hon'ble Chief Minister, J&K
18. Private Secretary to Chief Secretary, J&K
19. Private Secretaries to all Hon'ble Ministers, J&K
20. Private Secretary to Advisor to Hon'ble Chief Minister, J&K
21. Private Secretary to Commissioner/Secretary to the Government, General Administration Department
22. Government Order/Stock file/Website, GAD. **"Hindi and Urdu versions shall follow."**

(Shakeeb Arsalan) JKAS

Under Secretary to the Government