



Government of Jammu and Kashmir
Directorate of Hospitality and Protocol Department, J&K

**CATEGORY-WISE LIST OF THE EMPLOYEES WORKING IN THE OFFICE OF
DIRECTOR HOSPITALITY & PROTOCOL, J&K ALONG WITH PAY SCALE**

S.No	Name of the Employees	Designation	Pay Scale/Pay-Band
GAZETTED			
S/Smt/Shri			
01	Hashmat Ali Khan, KAS	Director	37400-67000+ Gr. Pay 6600
02	A. K. Koul	Deputy Director, Stores, J&K	9300-34800 + Gr. Pay 6600
03	N. A. Ganai	Adm. Officer	9300-34800+ Gr. Pay 4600
04	Ali Mohammad Mir	Pvt. Secretary	9300-34800 + Gr. Pay 4600
05	Luv Kumar Sharma	A.E.E	9300-34800 + Gr. Pay 4300
06	Sandeep Singh Bali	Assistant Director	9300-34800 + Gr. Pay 4800
07	Manzoor Ahmad	Assistant Director	9300-34800 + Gr. Pay 4800
08	Imtiyaz Ahmad Khosa	Assistant Director	9300-34800 + Gr. Pay 4300
09	Sunil Kumar Pandita	Assistant Engineer	9300-34800 + Gr. Pay 5200
10	Ms.Mubashira Hussain	Accounts Officer	9300-34800 + Gr. Pay 4800
NON-GAZETTED			
S/Smt/Shri			
11	Smt.Puneet Kour	A.H.K.	9300-34800 + Gr. Pay 4600
12	Gopal Krishan	Asst. Accounts Officer	9300-34800 + Gr. Pay 4220
13	Imtiyaz Ah. Mir	S.O (Under Suspension)	9300-34800 + Gr. Pay 4600
14	Mushtaq Ah.Bhat	Head Assistant	9300-34800 + Gr. Pay 4200
15	Mohd Ismail Bhat	Head Assistant	9300-34800 + Gr. Pay 4200
16	Shabir Hussain Mir	Sr.Assistant	5200-20200 + Gr. Pay 2400
17	Ab.Wahid Sardar	Sr.Assistant	5200-20200 + Gr. Pay 2400
18	Smt. Rumisya Nazir	Sr.Assistant	5200-20200 + Gr. Pay 2400
19	Ashiq Hussain	Jr. Assistant	5200-20200 + Gr. Pay 1900
20	Mohd. Altaf Nath	Chuffer	9300-34800 + Gr. Pay 4220
21	Nazir Ahmad Wani	Driver	5200-20200 + Gr. Pay 2400
22	Gulzar Ahmad bhat	Driver	5200-20200 + Gr. Pay 2400
23	Zahoor Ahmad Mir	Driver	5200-20200 + Gr. Pay 2400
24	Gh. Mohd. Bhat	Driver	5200-20200 + Gr. Pay 2400
25	Shakeel Ahmad Dar	Driver	5200-20200 + Gr. Pay 1900

26	Feroz Ahmad Khan	Jr. Engineer	9300-20200 + Gr. Pay 4300
27	B. B. Verma	Jr. Engineer	9300-20200 + Gr. Pay 4600
28	Mirza Irfan Sajad	Jr. Engineer	9300-20200 + Gr. Pay 4200
29	Khursheed Ahmad Dar	Store Keeper	5200-20200 + Gr. Pay 1900
30	Balbinder Singh	Store Keeper	5200-20200 + Gr. Pay 1900
31	Sanjay Saproo	Telephone Operator	5200-20200 + Gr. Pay 2800
32	Mohd.Yousuf Malik	Sr. Receptionist	5200-20200 + Gr. Pay 4200
33	Nazir Ahmad Sheikh	I/c Electrician	5200-20200 + Gr. Pay 1400
CLASS-IV			
S/Smt/Shri			
34	Roshan Lal	Butler	5200-20200 + Gr. Pay 4200
35	Manzoor Ahmad	Butler	5200-20200 + Gr. Pay 2400
36	Zulafkar Khan	Cook	5200-20200 + Gr. Pay 2400
37	Manzoor Ahmad Hajam	Cook	5200-20200 + Gr. Pay 2400
38	Gh. Ahamad Para	Cook	5200-20200 + Gr. Pay 2800
39	Gh. Mohd. Kalas	Cook	5200-20200 + Gr. Pay 1900
40	Vijay Kumar	Cook	5200-20200 + Gr. Pay 2800
41	Nisar Ahmad Lone	Cook	5200-20200 + Gr. Pay 1900
42	Prem Nath	K.P. Cook	5200-20200 + Gr. Pay 2800
43	Mohd. Yousuf Dar	Tent Repairer	5200-20200 + Gr. Pay 2400
44	Mohd. Yaqoob Bhat	Dhobi	5200-20200 + Gr. Pay 2400
45	Jagdish Singh	Table Boy	5200-20200 + Gr. Pay 1900
46	Zahoor Ahmad Sheikh	Table boy	5200-20200 + Gr. Pay 1900
47	Sanjay Bhat	Table Boy	5200-20200 + Gr. Pay 1900
48	Farooq Ahmad Wani	Jamadar	4440-7440 + Gr. Pay 1800
49	Ramesh Kumar	Farash	4440-7440 + Gr. Pay 1400
50	Ab. Rahim Teli	Farash	4440-7440 + Gr. Pay 1400
51	Mohd. Abas Thakur	Farash	4440-7440 + Gr. Pay 1300
52	Mrs. Mumtaza	Watchman	4440-7440 + Gr. Pay 1300
53	Sona Ullah Beigh	Masalchi	4440-7440 + Gr. Pay 1800
54	Mehraj-ud-din Mir	Orderly	4440-7440 + Gr. Pay 1300
55	Sohan Lal Mehra	Khansaman	9300-34800 + Gr. Pay 4210

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT: HOSPITALITY AND PROTOCOL DEPARTMENT

Subject:- Re-Constitution of Purchase Committee.

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Government Order No:HP-28(Estt) of 2012

D A T E D :07-9-2012

In supersession of all previous orders on the subject, sanction is accorded to the re-constitution of following Purchase Committees with the terms and conditions given against each Committee:

A) State Level Purchase Committee:

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|---|------------------|
| 1. Director, Hospitality and Protocol | Chairman |
| 2. FA&CAO, Hospitality & Protocol Department | Member |
| 3. Divisional Heads of H&P Jammu/Kashmir | Member |
| 4. Deputy Director, H&P (Stores) | Member Secretary |
| 5. Representative of I&C Department | Member |
| 6. Accounts Officer, Dte. of Hospitality & Protocol | Member |

The Terms and conditions for the Committee at (A) shall be as under:-

- i. The Committee's shall finalize the rate contracts before 31st of March every year for the next financial year. In case of those items, keeping in view the requirement of last 04 years into consideration.
- ii. Any of the item, if could not be included in the rate contract Inadvertently, shall be purchased from the firms already approved, keeping in view quantity, quality and reasonability of rates into consideration.
- iii. The committee shall retain the CDRs of only successful firms.
- iv. All the purchases shall be affected by DLPC in coordination with SLPC to avoid duplication.
- v. The committee shall ensure the fulfillment of all the codal formalities and instructions issued by the authorities from time to time.

B) Contract Committee at Directorate level:

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|---|------------------|
| 1. Director, Hospitality and Protocol | Chairman |
| 2. FA&CAO, Hospitality & Protocol Department | Member |
| 3. Divisional Heads of Hospitality and Protocol | Member |
| 4. A.E.E. Hospitality and Protocol | Member Secretary |
| 5. Accounts Officer, Dte. of Hospitality & Protocol | Member |

The contract Committee shall finalize the contracts viz. House Keeping, Pest control, AMC of electrical gadgets/sanitary works and hiring of tent-age etc including minor repair works (both under plan/Non-plan) as per codal procedure.

C) Off the Shelf Purchase:

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|---|------------------|
| 1. Director, Hospitality and Protocol | Chairman |
| 2. FA&CAO, Hospitality & Protocol Department | Member |
| 3. Divisional Heads of Hospitality and Protocol | Member |
| 4. Deputy Director, H&P (Stores) | Member Secretary |
| 5. Accounts Officer, Dte. of Hospitality & Protocol | Member |

Off the Shelf Purchase Committees shall purchase only the rate items on emergency basis from the open market after making Market Survey especially during the ensuing visits of VVIPs like H.E. the President of India and Prime Minister of India. The Committees ensure that the items purchased and rates of all the items have been verified.

By order of the Government of Jammu and Kashmir

Sd/-
Principal Secretary and
Secretary to Government
Hospitality and Protocol Department