

J&K KHADI AND VILLAGE INDUSTRIES BOARD
EXHIBITION GROUND JAMMU

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 98th 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/ 98th 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
	Total.	11	01	01

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
	Total.	30	11	11

“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
	Total.	12	06	06

“D” STATISTICAL & PLANNING WING

1	Statistical Officer	01	0	0
2	Statistical Assistant	02	0	0
3	Jr. Statistical Assistant.	04	02	02

	Total.	07	02	02
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“E” EXECUTIVE WING

1	Assistant Registrar	0	01	01
2	Assistant Dev.Officer (L)	01	0	0
3	Senior Zonal Organizor	01	0	0
4	Junior Zonal Organizor	0	01	01
5	Field Publicity officer	0	01	01
6	Supervior Oil/Oil Mistry	0	02	02
	Total.	02	05	05

“F” TECHNICAL WING

1	Technican/Organisior 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
	Total.	08	01	01
	Grand Total:-	70	26	26

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 Board**