



**Government of Jammu and Kashmir
Animal/Sheep Husbandry Department
Civil Secretariat Jammu**

Subject: - Guidelines and Syllabus for Departmental Trainings of Sheep Husbandry Department.

Government Order No: 110 -ASH of 2018

D a t e d: 30 -07-2018

Sanction is hereby accorded to Departmental trainings for in-service Stock Assistants, Junior Grader/ Junior Wool Shearer and Junior Laboratory Assistants of Sheep Husbandry Department, appointed / recruited in to the service and are on probation and have not undergone training previously, as per following guidelines: -

1. **Application:** - These guidelines shall be called "Jammu & Kashmir Sheep Husbandry Department" guidelines for training of Stock Assistants, Junior Graders/ Junior Wool Shearers and Junior Laboratory Assistants and shall come into force from the date of issuance of this Government Order;
 - i. These guidelines shall be applicable for the Departmental training of in-service Stock Assistants, Junior Graders/ Junior Wool Shearers and Junior Laboratory Assistants;
 - ii. The Departmental training shall be conducted at Stock Assistants Training Schools established by the Government for the purpose.
2. **Types of training courses: -**
 - i. Following types of training courses shall be conducted by the training schools: -
 - a. Stock Assistants Training Course.
 - b. Junior Laboratory Assistants Training Course.
 - c. Junior Graders/ Junior Wool Shearers Training Course.
 - ii. Duration of training and session: Duration of training for each course shall be one year and training session shall commence from 1st of May every year.
3. **Admission and eligibility:**
 - a. All in-service Stock Assistants, Junior Graders/ Junior Wool Shearers and Junior Laboratory Assistants shall be admitted to the training courses strictly as per seniority on the orders of respective Director, Sheep Husbandry, Kashmir/ Jammu subject to fulfilment of minimum qualification prescribed for these posts as per Jammu & Kashmir Sheep Husbandry (Sub-ordinate) Service Recruitment Rules. Intake capacity of each training school shall be 50 or as may be fixed by the State Government in consultation with respective HoD's.
 - b. The trainees shall continue to draw their salary from their original places of posting on production of attendance certificate from the Principal Training School concerned.

- c. The trainees shall remain under administrative control of the Principal concerned during the training period and shall continue to be governed by service rules as may be applicable to them in vogue.
- d. The trainee shall serve the Department for at least three years after completion of the training but shall to refund whole salary received during the training in case he/she leaves the Department prior to 3 years after completing the training. He/she has to furnish an affidavit/ undertaking to this effect at the time of joining at the training institute.

4. **Examination and curriculum: -**

- a. Completion of training course examination shall be conducted at respective training schools on such dates as may be fixed by the Committee comprising of Joint Director (Extension) Sheep Husbandry Department, Principal, Training Institute and Deputy Director (Research) and headed by the Director, Sheep Husbandry Department Kashmir/ Jammu. This committee shall nominate invigilators for smooth conduct of the examination and setting up of question papers for midterm, final and practical examinations. The committee shall be personally responsible for maintaining secrecy, sanctity and conduct of entire examination process.
- b. Honorarium to the guest faculty and invigilator staff deployed for mid-term and final theory examinations wherever required, shall be paid as per rates indicated below out of funds available with the school for the purpose. In practical examinations, the Superintendent shall be assisted by 3 Invigilators, 1 Assistant and 2 Attendants.
 - i. Honorarium @ Rs 100/= per lecture to Department Resource Persons, except the staff permanently posted/deputed to the Training School.
 - ii. Honorarium to outside expert @ Rs 400/= per lecture to outside employees.
 - iii. Superintendent of Dy. Director cadre except Principal and Officers who have been associated with class work during the training programme, @ Rs 200/= per paper.
 - iv. Invigilator (two) Rs 150/= each per paper. (One invigilator for every thirty students or fraction thereof).
 - v. Supporting Assistants @ Rs 100/=per paper (One per examination hall).
 - vi. Attendants @ Rs 75/= (One per examination Room)
 - vii. Paper setting @ Rs 200/= per subject
 - viii. Paper evaluation Rs 10/= per subject.
- c. Provision of Xerox copies and revaluation: Candidates can get Xerox copies of answer sheets after applying within 10 days after declaration of results against the charges of Rs.100 per paper. Candidates desiring re-valuation of their answer sheets can apply within 15 days from declaration of results against the charges of Rs 250/ per paper, beyond which no such request shall be entertained.

- i. Supplementary examination for failed candidates shall be conducted two months after declaration of results of regular examination after 2nd Semester during the academic session.
- ii. A Marks Card shall be issued by the Principal of the Institute; whereas diploma certificates to the successful candidate shall be issued by Director Sheep Husbandry, Kashmir/Jammu.
- iii. Candidates found involved in unfair means, guilty of misconduct or deliberate disobedience of rules or candidates who reportedly refuse to conform to the procedure prescribed for the conduct of Training may be discharged back to the District Organization from where they have been drawn. A probationer recruited directly who is discharged or a departmental candidate reverted to the Department under this rule shall have to refund the entire charges of training course and any other expenses which the Government may have incurred in connection with his/her Training before discharging or reversion as specified in the agreement. This will be initiated without prejudice to any other disciplinary action which may be initiated in case of trainees already in service as per relevant applicable service rules.
- d. **Syllabus:** -The detailed syllabi alongwith weightage for Departmental trainings shall be as given in annexure "A" to this order. The Government in consultation with the Director Sheep Husbandry, may from time to time revise the syllabi as may be required.
5. The Government may from time to time supplement these guidelines with further instructions as may be required.

By order of the Government of Jammu and Kashmir.

Sd/-

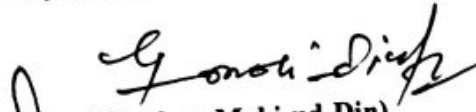
(Dr. Asgar Hassan Samoon) IAS
Principal Secretary to the Government

No: - ASH/SH/40/2017

Dated: 30 - 07 - 2018

Copy to the: -

1. Director Sheep Husbandry Department, Jammu/Kashmir.
2. Director, Archives, Archaeology & Museums, J&K,
3. Managing Director, J&K Sheep & Sheep Products Development Board, Srinagar
4. Pvt. Secretary to Advisor (G) to the Hon'ble Governor, Animal/Sheep Husbandry Department for information of the Advisor.
- 5 Pvt. Secretary to Principal Secretary to the Government, ASH/Transport Department for information of the Principal Secretary.
6. Concerned.
7. In-charge website, Animal/Sheep Husbandry Department.
8. Government order file/Stock file.


(Ghulam Mohi-ud-Din)
Under Secretary to the Government
30/7