

Sub: Deputation of Class-VI&VII category employees for undergoing Field-cum Laboratory Assistant Apprenticeship Training Course.

**Ref: Circular No: (i)AU/Adm/Misc/Appr-13/21/13054-13113 dated 20.08.2024
(ii)AU/Adm/Misc/Appr-13/21/13979-14038 dated 04.10.2024**

**University Order No:648(Est.) of 2024
Date d:15 .10 .2024**

Without prejudice to seniority and in terms of Note-2 below, Class-IV, Category-1 Schedule-III to Chapter-III (Auxiliary Staff Cadre) of SKUAST-K Statues, following Class-VI&VII category employees viz; Peon, Orderly, Messenger, Runner, Chowkidar, Duplicator Operator, Laboratory Attendant, Library Attendant and Gardeners/Mali/Farm Attendants are hereby deputed to KVK/ETC, Malangpora for undergoing Field-cum-Laboratory Assistant Apprenticeship Training Course with effect from 01.11.2024, for a period of two (02) years:

S. No.	Name of Employee	Present Designation	Present place of Posting
1.	Mohd Shafi Bhat	OCC/Lab Attendant (Inducted)	Security Wing, Shalimar
2.	Fayaz Ahmad Shah	OCC/Lab Attendant (Inducted)	KVK/ETC, Malangpora
3.	Mohd Shafi Kumar	OCC/Lab Attendant (Inducted)	Faculty of Forestry, Benhama
4.	Mohd Yaseen Bhat	OCC/Lab Attendant (Inducted)	Mountain Research Centre for Sheep & Goat, Shuhama
5.	Irshad Ahmad Wani	OCC/Lab Attendant (Inducted)	Estates Wing, Shalimar
6.	Bashir Ahmad Bhat	OCC/Lab Attendant (Inducted)	Faculty of Forestry, Benhama
7.	Ab. Qudoos Masoodi	OCC/Lab Attendant (Inducted)	Faculty of Agriculture, Wadura
8.	Shawkat Ahmad	OCC/Lab Attendant (Inducted)	Comptroller's Office, Shalimar
9.	Rafiq Ahmad Peer	OCC/Lab Attendant (Inducted)	KVK/ETC, Malangpora
10.	Nasir Ahmad Wani	OCC/Lab Attendant (Inducted)	Dean Students Welfare, Shalimar
11.	Altaf Hussain Meer	OCC/Lab Attendant (Inducted)	College of Agricultural Engineering & Technology, Shalimar
12.	Mohd Abas Malik	OCC/Lab Attendant (Inducted)	Mountain Research Centre for Field Crops, Khudwani
13.	Javid Ahmad Sheikh	OCC/Lab Attendant (Inducted)	Mountain Research Centre for Field Crops, Khudwani
14.	Jan Mohd Joo	OCC/Lab Attendant	Directorate of Extension, Shalimar
15.	Ghulam Hassan Sheikh	OCC/Lab Attendant	Div. of Soil Science, FoH, Shalimar
16.	Mohd Ashraf Wani	Gardener/Mali/Farm Attendant	Div. of Floriculture & Landscape Architecture, FoH, Shalimar
17.	Bashir Ahmad Najjar	Gardener/Mali/Farm Attendant	Div. of Fruit Science, FoH, Shalimar
18.	Bilal Ahmad Dar	Gardener/Mali/Farm Attendant	Div. of Fruit Science, FoH, Shalimar
19.	Nazir Ahmad Bhat	OCC/Lab Attendant (Inducted)	Div. of Fruit Science, FoH, Shalimar
20.	Javeed Ahmad Dar	OCC/Lab Attendant (Inducted)	Dte. of Planning & Monitoring, Shalimar




The apprenticeship probation shall be governed by the following terms and conditions:

- i. That the apprentice(s) shall have to undergo apprenticeship at various Farms/Laboratories of the University for a period of two years;
- ii. That the apprentice(s) shall have to pass a test prescribed by the University in order to complete the apprenticeship satisfactorily;
- iii. That the period of apprenticeship shall be extendable by six months in special cases where a candidate fails to complete the same satisfactorily subject to maximum of one year. Candidates failing to complete the apprenticeship satisfactorily within the prescribed time limit shall forfeit his/her claim for apprenticeship shall stand terminated at the expiry of the stipulated period;
- iv. That the apprentice(s) shall continue to hold their substantive positions in their own pay and grade with charge allowances of Rs.150/- per month during the period of apprenticeship;
- v. That the deputation of apprentice FCLA is subject to any superior claims that may be validly established after issuance of this order, which shall be deemed to have always been made accordingly;
- vi. That after satisfactory completion of apprenticeship, the rules in vogue shall be applicable to the promotion of the successful apprentice(s) against the post of Field-cum-Laboratory Assistant(s) in prescribed pay scale and subject to availability of budget provision at that time;
- vii. That any apprentice(s), who is found guilty of misconduct or deliberate disobedience of orders or who repeatedly refuses to conform to the procedure prescribed for conduct of training, shall be terminated from the apprenticeship forthwith;
- viii. That the documents furnished by the apprentice(s) are always subject to verification, that if at any stage any discrepancy with regard to genuineness of the details and/or documents furnished is reported, the responsibility shall squarely lie on the concerned employee(s). In that case, the University shall be free to take any action as warranted under law governing the field.

By Order

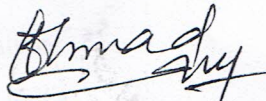
Sd/-
(Parvez Ahmad Bhat)
Joint Registrar (Est)

No:AU/Adm/Misc/Appr-13/21/14533-92

Dated: 15 .10 .2024

Copy to the:-

- All Officers of the University _____
- Officer Incharge, ARIS, for uploading on the University Website.
- All concerned Heads of Divisions/Offices/Faculties/Directorates/Colleges/Institutes/Schoos/Stations/Centers/Units/KVKs of the University _____
- Professor Incharge, KVK/ETC, Malangpora _____
- All Deputy/Assistant Registrars of SKUAST-K _____
- All Deputy/Assistant Comptrollers/DDOs of SKUAST-K _____
- The Controlling Officer/Drawing & Disbursing Officer of concerned Division/Station/Office/Unit with the request that salary of above-named apprentices shall be drawn only after receipt of monthly attendance from Professor I/c, KVK/ETC, Malangpora. They shall also verify the Matriculate certificate from the concerned Board & forward such report invariably to the Registrar, SKUAST-Kashmir, for record and reference.
- Secretary to Vice-Chancellor, for kind information of Hon'ble Vice-Chancellor.
- HRM/PRM/Data Entry Cell _____
- All concerned _____
- University Order File (w.3.s.c.)


(Farooq Ahmad Dar)

Assistant Registrar (NT)

17/10/24
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