

GOVERNMENT OF JAMMU AND KASHMIR
FINANCE DEPARTMENT (CODES DIVISION)
Civil Secretariat, Jammu/Srinagar

Notification

Jammu, the 29th of February, 2024.

S.O. 14/.- In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Lieutenant Governor is pleased to direct that following amendments shall be made in the Jammu and Kashmir Civil Services Regulations, 1956 (Volume II); namely:-

"Annexure referred to in rule 4(a) with sub-heading Syllabus "A" and Annexure referred to in rule 4(b) with sub-heading Syllabus "B" of the Jammu and Kashmir Engineers (Accounts Examination) Rules, 1973, as contained in Schedule XVII shall be substituted respectively by Annexure-I and Annexure-II annexed to this notification."

By Order of the Lieutenant Governor.

Sd/-
(Santosh D. Vaidya),
Principal Secretary to Government,
Finance Department.

No.FD-Code/450/2021-02-970

Dated: 29.02.2024

Copy to:-

1. Advocate General, The High Court Of Jammu & Kashmir and Ladakh.
2. All Financial Commissioners (Additional Chief Secretaries).
3. Director General of Police, J&K.
4. Principal Accountant General (A&E), J&K.
5. All Principal Secretaries to Government.
6. Principal Secretary to the Hon'ble Lieutenant Governor.
7. Principal Resident Commissioner, 5-Prithvi Raj Road, New Delhi.
8. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
9. All Commissioner/ Secretaries to Government.
10. Chief Electoral Officer, J&K.
11. Divisional Commissioner, Jammu/Kashmir.
12. Chairperson, J&K Special Tribunal.
13. Registrar General, The High Court Of Jammu & Kashmir and Ladakh.
14. Principal Secretary to Chief Justice, The High Court Of Jammu & Kashmir and Ladakh.



15. Director, Anti Corruption Bureau, J&K
16. Director General, Budget Division.
17. Director General, Accounts and Treasuries.
18. Director General, Local Fund Audit & Pensions, J&K.
19. Director General, Funds Organization.
20. Director General, Audit and Inspections.
21. Director Information, J&K.
22. All Heads of Departments/Managing Directors/Chief Executives of State PSUs/Autonomous Bodies/ Societies.
23. All District Development Commissioners.
24. Secretary, J&K Public Service Commission.
25. Secretary, J&K Legislative Assembly.
26. Director, Accounts & Treasuries, Jammu/Kashmir.
27. Principal/Director Finance, Northern Zonal Accountancy Training Institute, Jammu.
28. All Director(s) Finance/Financial Advisors & CAOs.
29. Principal, Accountancy Training Institute, Srinagar.
30. Joint Director, J&K Funds Organization, Jammu/Srinagar.
31. All Treasury Officers.
32. General Manager, Government Press, Jammu/Srinagar for publication in Government Gazette.
33. Private Secretary to the Hon'ble Advisor (B)
34. Private Secretary to the Chief Secretary.
35. Private Secretary to the Principal Secretary to Government, Finance Department.
36. I/C website, Finance Department (www.jakfinance.nic.in).
37. I/C website, GAD (www.jkgad.nic.in).
38. Notification/Compendium File.


**Director General (Codes),
Finance Department.**

Annexure I

Annexure referred to in rule 4(a)

Syllabus "A"

S.No	Paper Name	Content	Maximum Marks/Duration
1	Paper-I (Manuals)	1. J&K PWD Engineering Manual 2020-21 2. J&K PWD Bridge Manual 3. J&K PWD Building Manual 4. J&K PWOMMAS (application)	200/3 Hrs
2	Paper-II (Civil Service Regulation and Service Laws)	1. J&K Civil Service Regulations (CSR) 1956 Volume I (excluding Part III containing Chapters XI, XII & XIII) and New Pension Scheme (SRO 400 dated. 24.12.2009 along with Amendments from time to time) and Relevant Pay Revisions. 2. J&K Civil Service Regulations (CSR) 1956 Volume II including Leave Travel Concession (SRO 22 dated. 3.12.2019). 3. a. J&K Civil Service (Leave) Rules, 1979. b. General Provident Fund (Central Services) Rules, 1960. c. J&K State Life Insurance Scheme (SLI). 4. a. The J&K Civil Services (Classification, Control & Appeal) Rules, 1956. b. J&K Government Employees (Conduct)	200/3 Hrs

		Rules, 1971. c. J&K Civil Services (Medical Attendance-cum-Allowance) Rules, 1990 including J&K Health Scheme (SEHAT SCHEME). d. Transport Allowance & Children Education Allowance (Government Order No.472 &473 of 2019 dated 28.11.2019) respectively.	
3	Paper-III (Financial Rules & Regulations)	1. The General Financial Rules, 2017 (Chapter I to XII). 2. Manual for Procurement of Works (as amended)–(chapter V GFR), Manual for procurement of Goods & Services and Manual for Consultancy and others Services (as amended) 3. Delegation of Financial Powers (SO-15 and SO-58) 4. J&K Treasury Code (Chapter VIII) 5. Income Tax Act 1961 & GST (Specific to section applicable to Government Business at DDO Level) 6. Classification in Government Accounts-Major and Minor Heads of Account and their Primary Units of appropriations with special reference to the Budget of Union territory of Jammu & Kashmir SO-15(with amendments), SO 58(with amendments) and Book of List of Major & Minor Heads of Accounts shall be allowed in the examination shall solve practical problems.	200/3Hrs



4	Paper-IV (Commercial Accounting)	Double Entry Book Keeping Contents: 1. Accounting Principles, Concepts and Conventions. 2. Elements of Double Entry. 3. Rules for Journalising. 4. Ledger Accounts. 5. Sub-Division of Journal. 6. The Cash Book. 7. Banking Transactions. 8. Bill Transactions. 9. The Journal Proper. 10. The Trial Balance. 11. The Trading Account. 12. The Profit and Loss Accounts. 13. The Balance Sheet. 14. The Consignment Accounts. 15. Deprecation and Reserve and other Funds. 16. Single Entry Book Keeping (Theory only).	200/3 hrs
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Annexure II

Annexure referred to in rule 4(b)

Syllabus "B"

S.No	Paper Name	Content	Maximum Marks/Duration
	Paper-I (Manuals)	1. J&K PWD Engineering Manual 2020-21 2. J&K PWD Bridge Manual 3. J&K PWD Building Manual 4. J&K PWOMMAS (application)	200/3 Hrs
	Paper-II (Civil Service Regulation and Service Laws)	1. J&K Civil Service Regulations (CSR) 1956 Volume I (excluding Part III containing Chapters XI, XII & XIII) and New Pension Scheme (SRO 400 dated. 24.12.2009 along with Amendments from time to time) and Relevant Pay Revisions. 2. J&K Civil Service Regulations (CSR) 1956 Volume II including Leave Travel Concession (SRO 22 dated. 3.12.2019). 3. a. J&K Civil Service (Leave) Rules, 1979. b. General Provident Fund (Central Services) Rules, 1960. c. J&K State Life Insurance Scheme (SLI). 4.a. The J&K Civil Services (Classification, Control & Appeal) Rules, 1956. b. J&K Government Employees (Conduct) Rules, 1971 c. J&K Civil Services (Medical Attendance-cum-Allowance) Rules, 1990 including J&K Health Scheme (SEHAT)	200/3 Hrs

		SCHEME).	
		d. Transport Allowance & Children Education Allowance (Government Order No.472 & 473 of 2019 dated 28.11.2019) respectively.	
	Paper-III (Financial Rules & Regulations)	1. The General Financial Rules, 2017 (Chapter I to XII). 2. Manual for Procurement of Works (as amended) – (chapter V GFR), Manual for procurement of Goods & Services and Manual for Consultancy and others Services (as amended) 3. Delegation of Financial Powers (SO-15 and SO-58) 4. J&K Treasury Code (Chapter VIII) 5. Income Tax Act 1961 & GST (Specific to section applicable to Government Business at DDO Level) 6. Classification in Government Accounts- Major and Minor Heads of Account and their Primary Units of appropriations with special reference to the Budget of Union territory of Jammu & Kashmir SO-15 (with amendments), SO- 58(with amendments) and Book of List of Major & Minor Heads of Accounts shall be allowed in the examination shall solve practical problems.	200/3Hrs
	Paper-IV (Commercial Accounting)	Double Entry Book Keeping Contents: 1. Accounting Principles, Concepts and Conventions. 2. Elements of Double Entry. 3. Rules for Journalising. 4. Ledger Accounts.	200/3 hrs



	5. Sub-Division of Journal. 6. The Cash Book. 7. Banking Transactions. 8. Bill Transactions. 9. The Journal Proper. 10. The Trial Balance. 11. The Trading Account. 12. The Profit and Loss Accounts. 13. The Balance Sheet. 14. The Consignment Accounts. 15. Depreciation and Reserve and other Funds. 16. Single Entry Book Keeping (Theory only).	
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Note: 01. A candidate who has applied or appeared in any of the examination/papers prescribed under these rules but has not passed or whose result has not declared before the issue of this notification, shall have an option either to be governed by the old syllabus or under the provisions of new syllabus of that particular examination/papers. Each such candidate will exercise his option in writing to the Secretary Public Service Commission within one month of this notification or after declaration of result.

