



JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION.
Solna, Srinagar(190009)

Subject: Re-constitution of Grievance Redressal Unit in J&K Public Service Commission.

Order No: 92-0 - PSC of 2017

Dated: 23-10-2017

In supersession of all previous orders "Grievance Redressal Unit (GRU)" in J&K Public Service Commission is re-constituted which shall be headed by Mr. Abdul Rashid, Deputy Secretary. The following shall act as Dealing Assistants in the said Unit:-

- i. Ms. Veena Kumari, Jr. Scale Stenographer
- ii. Mr. Bikramjeet Singh, Jr. Assistant
- iii. Mr. B.B. Katoch, Computer Operator

The above officials shall maintain record of all grievances received through e-mail or through any other medium and be put up to the Deputy Secretary on the same day who will monitor the distribution section-wise and ensure early reports from concerned Dealing/ Desk Officers for disposal of all grievances within time frame fixed for each such cases.

The Unit shall mutatis-mutandi also attend to the grievances received from Chief Minister's Grievance Cell.

The contact No. of Deputy Secretary is 9419026059 and his e-mail id 61abdulrashid@gmail.com.

The Unit shall work under direct supervision and control of the Secretary J&K Public Service Commission who shall on daily basis obtain feed back from the Deputy Secretary I/C "GRU".

Deputy Secretary (Admn),
J&K Public Service Commission

No: PSC/Adm/Misc/Grievance/17
Copy to the:

Dated:

23.10.2017

1. Addl. Secretary to Government (CM's Grievance Cell) CM Secretariat for information.
2. Addl. Secretary/ Controller of Examinations, JKPSC
3. Addl. Secretary DPC/DR JKPSC
4. Deputy Secretary/ Under Secretaries, JKPSC
5. Private Secretary to Hon'ble Chairman
6. P.A to Secretary for information of the Secretary
7. I/C Website for information and necessary action
8. Order Book/ File for record.