

**Government of Jammu and Kashmir,  
Directorate of School Education,  
Kashmir.**

*Subject:- Grant of promotion In-Situ of Higher Standard pay scale.*

11/1

**ORDER NO. 9 DSEK of 2018.**

**DATED. 2 / 01 / 2018.**

Sanction is hereby accorded to the grant of In-Situ promotion of the Higher Standard Pay Scale in terms of J&K Civil Services (Higher Standard Pay Scale Scheme Rules 1996 issued vide SRO-14 Dated.15.01.1996), in favour of **46 (Forty Six)** Non-teaching / Class-IV officials of Kashmir Division, in the corresponding pay scale / pay band/ grade pay as shown against each in the annexure to this order, on notional basis from the date they are eligible and with monetary benefits w.e.f. **01/02/2015, in terms of rule 2.43 of financial code Vol-I.**

The District Wise details of non-teaching / Class-IV officials in whose favour of In-Situ promotion has been released in shown in the Annexure to this order as per details given below:-

District Anantnag <b>(Annexure-A)=03</b>	District Bandipora <b>(Annexure-B)=02</b>	District Baramulla <b>(Annexure-C)=01</b>	District Budgam <b>(Annexure-D)=25</b>	District Ganderbal <b>(Annexure-E)=03</b>
District Kupwara <b>(Annexure-F)=07</b>	District Pulwama <b>(Annexure-G)=01</b>	District Shopain <b>(Annexure-H)=01</b>	District Srinagar <b>(Annexure-I)=03</b>	<b>Total:46</b>

The promotion In-situ to the higher standard pay scale in favour of the non-teaching /Class-IV Officials, whose detailed particulars are indicated in the annexure is granted/ released subject to the fulfilment of the following conditions.

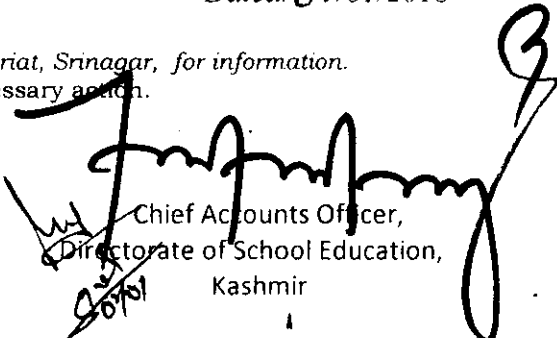
1. That the Chief Education Officer / Drawing and disbursing officer concerned shall verify the particulars of each official with reference to his/her original services records before allowing (In-Situ) promotion benefit and he/she shall be personally responsible for correctness of the particulars of the employees working under him. In case any variation is noticed in the particulars of any such official, the benefit of the in-situ promotion shall not be released and the case referred to this Directorate for further orders/ clarification;
2. That the incumbents have completed required spell of 09.18/27 years as the case may be satisfactorily and without any interruption as defined in rules 4(K) of SRO-14 Dated.15.01.1996;
3. That the incumbents were not under suspension or contemplated in any charge or charge sheeted under classification Control and Appeal Rules 1956 or any other rules and his/her work and behaviour has remained satisfactory;
4. That the present promotion In-Situ shall not change/ affect the existing designation/ seniority/ duties of the employees;
5. That the benefit of the promotion in-Situ shall not be applicable, if the official has earlier foregone regular / functional promotion or will forego his functional promotion in future;
6. That the work and behaviour of the officials has remained satisfactory during the preceding 03 (three) years;
7. That before implementing the order, the concerned CEO shall ensure that the employees are holding substantive appointment and his/ her appointment is genuine, before endorsing this order to sub-office for implementation;
8. That no time bound promotion has been accorded by the DDO/CEO at his own level in favour of any employee;  
In case, if it has been found that the time bound promotion has been sanctioned in favour un-regularized Migrant substantive/ contractual by virtue of this order, the same should not be given effect;
9. Consequent upon grant of HSP's pay & shall be regulated strictly in accordance to the provisions laid down in SRO-14 and SRO-93 Jated.15-04-2009 and Govt. Order No.07-F and Govt order No.08-F dated. 18/01/2011,indition rules 2.43 of F.C Vol-I be also implemented while Implementation of the (In-Situ) promotion order;
10. It shall be personal responsibility of the concerned Chief Education Officers to verify the particulars of each employee and observance of all Codal formalities and conditions mentioned herein above and the DDO's concerned shall give effect draw the arrears on account of time bound promotion after getting the entries to this effect recorded in the service book, duly countersigned by the Concerned Chief Education Officer.
11. The In-Situ promotion in respect on non-teaching /Class-IV officials, are released subject to upto date verification are got recorded in their service book by the DDO, before given the effect;
12. The In-situ promotion in respect of I/C officials are released, subject to the producing of affidavit by the officials duly attested by judicial Magistrate to the effect that in the event to their confirmation, recovery of excess pay shall be made in lump sum.

**Sd/-**  
Director School Education  
Kashmir  
Dated. 02 / 01 / 2018

NO.DSEK Accus TBP NT ACU 114505 -13

**Copy to the:-**

1. Secretary to Government, Education Department, Civil Secretariat, Srinagar, for information.
2. Chief Education Officer \_\_\_\_\_, for information and necessary action.
3. I/C Computer section, DSEK, for information.
4. Order file/stock file

  
 Chief Accounts Officer,  
 Directorate of School Education,  
 Kashmir

Government of Jammu and Kashmir  
Directorate of School Education, Kashmir.

11/02

Annexure "A" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Anantnag	Manzoor Ahmad Bhat	Peon	BHSS Bijbehara	4440-7440+1300	16-05-2006	Mig. Class IV	Nil	Nil	Nil	01.06.2015	4440-7440-1400
2	Anantnag	Ab. Hamid Bhat	Class-IV	HSS Marhama	4440-7440-1400	25-11-1999	Class IV	Nil	One	Nil	01.12.2017	5200-20200-1800
3	Anantnag	Zareefa Bano	Peon	HSS Chittergul	4440-7440-1300	25-10-2004	Class IV	Nil	Nil	Nil	01.11.2013 (Notionally from 01.11.2013 & monetary in 1 01/07/2015)	4440-7440-1400

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Directorate of School Education, Kashmir.

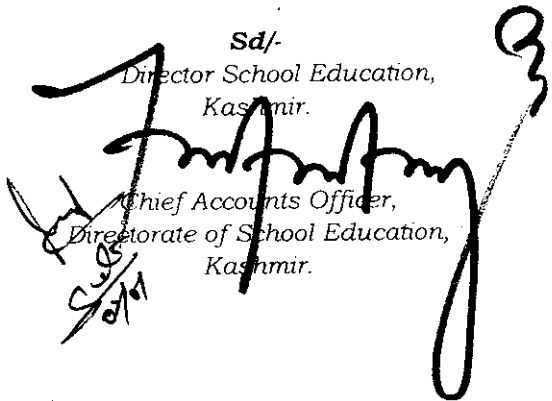
11/03

Annexure "B" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non-functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Bandipora	Ab. Rashid Shah	Lab. Bearer	HSS Ajas	4440-7440+1300	01-08-2008	Class-IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400
2	Bandipora	Bilal Ahmad Ganie	Lab. Bearer	HSS Nowgam	4440-7440+1300	02-08-2008	Class-IV	Nil	Nil	Nil	01.09.2017	4440-7440+1400

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Director School Education,  
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Chief Accounts Officer,  
Directorate of School Education,  
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11/04

Government of Jammu and Kashmir  
Directorate of School Education, Kashmir.

Annexure "C" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non-functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Baramulla	Seraj Ahmad Lone	Peon	GHS Dangwacha	4440-7440+1400	01-08-1998	Class IV	Nil	One	Nil	01.09.2016	5200-20200+1800

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Director School Education,  
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*[Signature]*  
Chief Accounts Officer,  
Directorate of School Education,  
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*[Signature]*  
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Government of Jammu and Kashmir  
Directorate of School Education, Kashmir.

Annexure "D" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Budgam	Zubida Akhter	Chowkidar	BHS Ompora	4440-7440+1300	25-01-2005	Class-IV	Nil	Nil	Nil	01.02.2014 (Notionally from 01/02/2011 & monetary w.e.f. 01/02/2015)	4440-7440+1400
2	Budgam	Jana Bibi	Lab. Bearer	BHSS Magam	5200-20200+1800	17-06-1986	Class-IV	Nil	Two	Nil	01.07.2013 (Notionally from 01/07/2013 & monetary w.e.f. 01/02/2015)	5200-20200+1900
3	Budgam	Gh Ahmad Wani	Chowkidar	BHSS Magam	4440-7440+1300	06-01-2004	Class-IV	Nil	Nil	Nil	01.02.2013 (Notionally from 01/02/2013 & monetary w.e.f. 01/02/2015)	4440-7440+1400
4	Budgam	Gh Ahmad Ganie	Safaiwala	BHSS Magam	5200-20200+1800	20-02-1982	Class-IV	Nil	Two	Nil	01.03.2009 (Notionally from 01/03/2009 & monetary w.e.f. 01/02/2015)	5200-20200+1900
5	Budgam	Mohd Yousuf Wani	Lab. Asstt	BHS G-Khurd	5200-20200+1900	25-11-1997	Class-IV	One	One	14.07.2008 as Lab. Asstt	01.08.2017	5200-20200+2400
6	Budgam	Manzoor Ahmad Mir	Lab. Asstt	BHSS Magam	5200-20200+2400	17-10-1988	Class-IV	One	One	24.09.1997 as Lab. Asstt	01.10.2015	5200-20200+2800
7	Budgam	Syed Arif Rasool	Lab. Bearer	BHSS H-Batapora	4440-7440+1300	01-12-2004	Class-IV	Nil	Nil	Nil	01.12.2013 (Notionally from 01/12/2013 & monetary w.e.f. 01/02/2015)	4440-7440+1400
8	Budgam	Tasleema Jan	Lab. Bearer	BHSS Budgam	4440-7440+1300	16-07-2008	Class-IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400
9	Budgam	Javeed Ahmad Mir	Orderly	BHSS Ichigam	4440-7440+1400	24-06-1998	Class-IV	Nil	One	Nil	01.07.2016	5200-20200+1800
10	Budgam	Raja Banoo	Orderly	HS Yarithah	4440-7440+1400	12-08-1997	Class-IV	Nil	One	Nil	01.09.2015	5200-20200+1800
11	Budgam	Gh. Nabi Sheikh	Orderly	GHSS Narbal	5200-20200+1800	28-08-1990	Class-IV	Nil	Two	Nil	01.09.2017	5200-20200+1900
12	Budgam	Bashir Ahmad Lone	Chowkidar	HS Shamasabad	4440-7440+1300	21-08-2008	Class-IV	Nil	Nil	Nil	01.09.2017	4440-7440+1400
13	Budgam	Mushtaq Ahmad Zargar	Orderly	GHSS Wadwan	4440-7440+1300	21-08-2008	Class-IV	Nil	Nil	Nil	01.09.2017	4440-7440+1400
14	Budgam	Shabir Ahmad Yatoo	Safaiwala	HSS Hafroo Batapora	4440-7440+1400	06-12-1997	Class-IV	Nil	One	Nil	01.01.2016	5200-20200+1800
15	Budgam	Jana Bano	School Mother	GHSS Narbal	5200-20200+1800	15-12-1988	Class-IV	Nil	Two	Nil	01.01.2016	5200-20200+1900
16	Budgam	Bashir Ah. Rather	Orderly	HSS Waterhail	4440-7440+1300	12-07-2008	Class-IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400
17	Budgam	Rafiq Bano	Lab. Bearer	GHSS Wadwan	4440-7440+1300	03-07-2006	Class-IV	Nil	Nil	Nil	01.08.2015	4440-7440+1400
18	Budgam	Saleema Bano	Class IV	GHSS Wadwan	4440-7440+1400	12-08-1997	Class-IV	Nil	One	Nil	01.09.2015	5200-20200+1800
19	Budgam	Nazir Ahmad Ganie	Safaiwala	HSS Khanda	4440-7440+1300	21-01-1992	Class-IV	Nil	Nil	Nil	01.02.2001 01.02.2010 (Notionally from 01/02/2001 & monetary w.e.f. 01/02/2015)	2610-3540 5200-20200+1800

Sd/-  
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Annexure "D" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018 n/ok

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non-functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
20	Budgam	Mohd. Ibrahim Hajam	I/C Jr. Asstt	BHSS Magam	5200-20200+1800	03-01-1990	Class IV	Nil	Two	13.11.2013 as I/C Jr. Asstt	01.02.2017	5200-20200+1900
21	Budgam	Nisar Ahmad Hajam	Orderly	BHSS Magam	4440-7440+1400	07-11-1998	Class-IV	Nil	One	Nil	01.12.2017	5200-20200+1800
22	Budgam	Rafeeqa Bano	Safaiwala	GMS Beerwah	4440-7440+1300	25-11-2003	Class-IV	Nil	Nil	Nil	01.12.2012 (Notionally from 01/12/2012 & monetary w.e.f. 01/02/2013)	4440-7440+1400
23	Budgam	Fareeda Bano	Chowkidar	GMS Kandoora	4440-7440+1300	11-11-2003	Class-IV	Nil	Nil	Nil	01.12.2012 (Notionally from 01/12/2012 & monetary w.e.f. 01/02/2013)	4440-7440+1400
24	Budgam	Mst Rehti	Safaiwala	HS Brenwar	4440-7440+1300	20-09-2003	Class-IV	Nil	Nil	Nil	01.10.2012 (Notionally from 01/10/2012 & monetary w.e.f. 01/02/2013)	4440-7440+1400
25	Budgam	Tahmina	Lab. Bearer	BHS Humhama	4440-7440+1300	15-07-2008	Class-IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400

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Directorate of School Education, Kashmir.

Annexure "E" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018.

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non-functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Ganderbal	Mushtaq Ahmad Rather	Orderly	BHS Gulibagh	4440-7440+1300	06-08-2008	Class IV	Nil	Nil	Nil	01.09.2017	4440-7440+1400
2	Ganderbal	Mohd Saif Din Shah	Orderly	BHSS Kangan	4440-7440+1300	07-08-2008	Class IV	Nil	Nil	Nil	01.09.2017	4440-7440+1400
3	Ganderbal	Mehraj ud din shah	Orderly	BHSS Kangan	4440-7440+1300	19-09-2008	Class IV	Nil	Nil	Nil	01.10.2017	4440-7440+1400

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Director School Education,  
Kashmir.

Chief Accounts Officer,  
Directorate of School Education,  
Kashmir.

11/08

Government of Jammu and Kashmir  
Directorate of School Education, Kashmir.

Annexure "F" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non-functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Kupwara	Naseema Bano	Lab. Asstt	GHSS Handwara	5200-20200+1900	27-11-1997	Class IV	One	One	15.07.2008 as Lab. Asstt	01.08.2017	5200-20200+2400
2	Kupwara	Tasleema Jan	Lab. Asstt	GHSS Handwara	5200-20200+1900	13-12-1997	Class IV	One	One	15.07.2008 as Lab. asstt	01.08.2017	5200-20200+2400
3	Kupwara	Sumina	Lab. Bearer	GHSS Handwara	4440-7440+1300	03-07-2008	Class IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400
4	Kupwara	Naseema Begum	Lab. Bearer	BHS Chogal	4440-7440+1300	03-07-2008	Class IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400
5	Kupwara	Haleema Bano	Orderly	GHSS Handwara	4440-7440+1300	09-07-2008	Class IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400
6	Kupwara	Shaneena Begum	Peon	BHS Chogal	4440-7440+1300	03-07-2008	Class IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400
7	Kupwara	Shameema Begum	Peon	BHS Chogal	4440-7440+1300	03-07-2008	Class IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400

Sd/-  
Director School Education,  
Kashmir.

Chief Accounts Officer,  
Directorate of School Education,  
Kashmir.

S. J. 01/08



11/09

Government of Jammu and Kashmir  
Directorate of School Education, Kashmir.

Annexure "G" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non-functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Pulwama	Javeeda Akhter	Lab. Asstt	HSS Kakupora	5200-20200+1900	26-04-1991	Class IV	One	One	28.04.2007 as Lab Asstt	01.05.2016	5200 20200+2400

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Directorate of School Education,  
Kashmir.

C.A.  
01/01

Government of Jammu and Kashmir  
Directorate of School Education, Kashmir.

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Annexure "H" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Shopian	Gh Hyder Shah	Peon	HS Chitragam	5200-20200+1800	01-10-1987	Class-IV	Nil	Two	Nil	01.10.2014 (Notionally from 01/10/2014 & monetary w.e.f. 01/02/2015)	5200-20200+1900

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Director School Education,  
Kashmir.

Chief Accounts Officer,  
Directorate of School Education,  
Kashmir.

C.S.  
02/01

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Government of Jammu and Kashmir  
Directorate of School Education, Kashmir.

Annexure "I" to the order No:- 09 DSEK-2018, Dated:- 02 / 01 / 2018

S. NO	District	Name of the official	Design.	Place of posting	Present grade	Date of apptt/ (If Nil, 235 days)	Desig at the time apptt	Functional promotions availed	Non-functional promotions availed	Date of promotion in the present grade	Date from TBP is due	Pay scale due.
1	Srinagar	Hamida Bano	Orderly	BMS Noorbagh	4440-7440+1400	17-01-1997 (If Nil, 235 days)	Class-IV	Nil	One	Nil	01.10.2015	5200-20200+1800
2	Srinagar	Imtiyaz Ahmad	Lab. Asstt	SP HSS Sgr	5200-20200+1900	04-12-1997	Class IV	One	One	08.07.2008 as Lab Asstt	01.08.2017	5200-20200+2400
3	Srinagar	Mohd Rafiq Mir	Chowkidar	BHS K.G. Mohalla	4440-7440+1300	18-07-2008	Class-IV	Nil	Nil	Nil	01.08.2017	4440-7440+1400

Sd/-  
Director School Education,  
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Directorate of School Education,  
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