

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

**Subject:- Grant of IN-SITU Promotion of Higher Standard Pay Scale.**

**ORDER NO:- 15 DSEK OF 2024**

**DATED:- 18 / 01 / 2024**

Sanction is hereby accorded to the grant of In-Situ Promotion to the Higher standard pay scale in terms of J&K Civil Services (Higher Standard Pay Scheme) Rules 1996 issued vide SRO-14 dated. 15.01.1996 in favour of Mr **Abdul Rahman Rather, Head Assistant, Zone Trehgam District Kupwara**, in the Pay level from the date as indicated below, with monetary benefit to be regulated in terms of General Financial Rules-2017 (Rule-289-296).

Present grade	D.O. Apptt	Design at the time of Apptt	No of FP Availed	No of TBP Taken	Date of prom to the present Grade	Date from which TBP Granted	HSPS DUE
Level-5 (29200-92300)	14.05.2003	Jr. Asst	One	One	14.08.2012 as Sr. Asstt 25.05.2023 as Head Asstt.	01.09.2021	Level-6 (35400-112400)

The In-Situ Promotion to the Higher Standard Pay Scale in favour of non-teaching officials, are granted /released subject to the fulfillment of the following conditions:-

- That the Drawing & Disbursing Officer concerned will verify the particulars of each official with reference to his original service records before allowing (IN-SITU) promotion benefit and he shall be personally responsible for correctness of the particulars of the employee working under him. In case any variation is noticed in the particulars of any such official, the benefit of in-situ promotion shall not be released and such cases shall be referred for further orders / clarification;
- That the incumbent has completed required spell of 09/18/27 years as the case may be satisfactorily and without any interruption as defined in Rule 4(k) of SRO-14 dated.15.01.1996;
- That the incumbent was not under suspension or contemplated in any charge or charge- sheet under Classification Control and Appeal Rules 1956 or any other rules and their work and behaviour have remained satisfactory;
- That the present promotion In-Situ shall not change / affect the existing designation / seniority/ duties of the employees;
- That the benefit of the In-Situ Promotion shall not be applicable, if the official who has earlier foregone regular/functional promotion or will forego their functional promotion in future;
- That before implement the order, the concerned DDO shall ensure that the employee is holding genuine appointment on substantive basis in school Education Department, before implement this order ;
- That no time bound promotion has been accorded by the DDO/CEO at his own in favour of any official and none of the official has received this benefit so far;
- Consequently upon grant of HSPs, their pay fixation and pay arrears admissible from the date the HSPs has / have granted shall be regulated strictly in accordance to the provisions laid down in SRO-93 dated. 15.04.2009 and Govt. order No.07-F and Govt Order No.08-F dated.18.01.2011, Govt Order No.238-F of 2011 dated. 30.09.2011, & SRO-193;
- The DDO concerned shall allow the benefit of In-Situ promotion in respect of official only after verification his service bio-data with original documents viz; service book, appointment order , qualification certificate and regularization order of the competent authority;
- That the appointment/ promotion orders of official has been issued by the competent authority;
- It shall be personal responsibility of the concerned DDO to verify the particulars of the 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;
- That there are no criminal cases/ proceedings pending against the above official before any investigating agency Viz;(VOK/Crime branch) or court of law and the genuineness of appointment have has been ascertained / established in respect of the employee/s.
- Also DDO's must ensure that the official is holding genuine appointment.

**Sd/-**

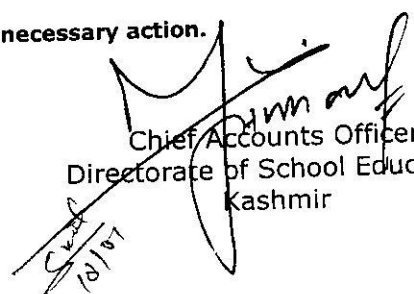
Director School Education  
Kashmir.

Dated 18/01/2024

No:-DSEK/Accts/ TBP/Obs-77/23/1130

Copy to the:-

1. Principal Secretary to Government, School Education Department, Civil Secretariat, Srinagar/ Jammu for information.
2. Chief Education Officer, Kupwara, 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