

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

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

**ORDER NO:- 177 DSEK OF 2023**  
**DATED:- 21 / 07 / 2023**

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 by J&K Government vide SRO-14 dated. 15.01.1996 in favour of Mtr Tahmeena Tabasum, Senior Assistant, HSS Shangus, District Anantnag in the Pay level from the date as indicated below:-

Present grade	D.O. Apptt	Desig. 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)	19-10-1994	Jr. Asstt	One	One	10.07.2007 as Sr. Asstt.	01-08-2016	Level-6 (35400-112400)


The In-Situ Promotion to the Higher Standard Pay Scale in favour of the official, is granted /released subject to the fulfillment of the following conditions:-

1. That the Drawing & Disbursing Officer concerned will verify the particulars of official with reference to his/her original service records before allowing (IN-SITU) promotion benefit and he shall be personally responsible for correctness of the particulars of the official. 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;
2. 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, and his/her service verification has been duly recorded in the service book.
3. That the incumbents was/is not under suspension or contemplated in any charge or charge- sheet under Classification Control and Appeal Rules 1956 or any other rules and his/her work and behaviour have remained satisfactory;
4. That the present promotion In-Situ shall not change / affect the existing designation / seniority/ duties of the employee;
5. 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;
6. That before implement the order, the concerned DDO shall ensure that the employee is holding genuine appointment on substantive basis in school Education Department;
7. 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;
8. 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;
9. The DDO concerned shall allow the benefit of In-Situ promotion in respect of official only after verification their service bio-data with original documents viz; service book, appointment order, qualification certificate and regularization order of the competent authority;
10. That the appointment/ promotion orders of officials have been issued by the competent authority;
11. 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;
12. 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.
13. Also DDO's must ensure that the official is holding a genuine appointment.

No:-DSEK/Acctts/ TBP /23/ 099

Copy to the:-

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

  
Director School Education  
Kashmir.  
Dated 21 /07/2023