

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

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

**ORDER NO. 795 (Accts) DSEK of 2019.**

**DATED. 14 / 02 / 2019.**

Sanction is hereby accorded to the grant of In-Situ promotion of 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 30 (Thirty) 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. However the monetary benefit on account of In-Situ promotion shall be restricted to maximum of three years, in terms of rule 2.43 of financial code Vol-I.

The In-Situ promotion arrears of Officials shall not be drawn till additional funds for the specific purpose are released by the Competent authority (except retired Officials) for which the concerned DDO's/CEO's shall figure out the provision and submit the requisition accordingly in consolidated manner to the Directorate for adopted Budget 2018-19. Deviation if any shall warrant strict disciplinary action against DDO concerned

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 shall be 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;
9. 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;
10. Consequent upon grant of HSPS pay & allowance shall be regulated strictly in accordance to the provisions laid down in SRO-14 and SRO-93 dated.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;
11. 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;
12. The In-Situ promotion in respect on non-teaching /Class-IV officials, is released subject to upto date service verification which may be got recorded in their service book by the DDO, before giving effect to the order;
13. 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/-

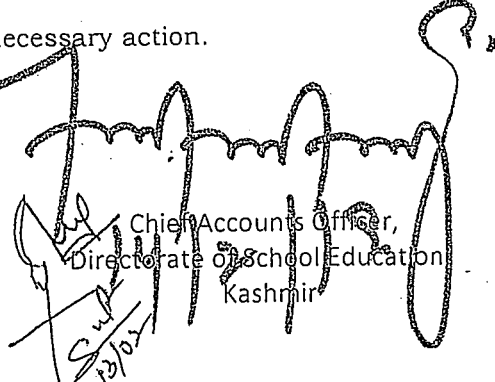
Director School Education  
Kashmir

Dated. 14 / 02 / 2019

NO.DSEK/Accts/TBP/ NT/AU/303

**Copy to the:-**

1. Secretary to Government, School Education Department, Civil Secretariat, Jammu, for information.
2. Joint Director, Central/ North/ South, for information.
3. Chief Education Officer \_\_\_\_\_, for information and necessary action.
4. I/C Computer section/ Office Nazir, DSEK for information.
5. Order file/stock file.

  
Chief Accounts Officer,  
Directorate of School Education,  
Kashmir

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

Annexure to Order No:- 795 DSEK-2019, Dated:- 14 / 02 / 2019

S. No	District	Name of the official	Desig.	Place of posting	Present grade	Date of apptt/	Desig at the time apptt	Functional promotions availed	Non-functional promotions availed	Date of promotion to the present grade	Date from which TBP granted/	Pay Scale Due.
1	Budgam	Zahoor Ahmad Dar	Sr. Asstt.	ZEO Chadoora	Level-4(25500-81100)	07/07/1993	Jr. Asstt.	One	One	03.07.2008 as Sr. Asstt	01/08/2017	Level-5(29200-92300)
2	Srinagar	Sajad Ahmad Lone	Computer Operator	DSEK	9300-34800+4280 (Pre-Revised)	22/10/1996	Teacher	Nil	One	1.11.2005 1 <sup>st</sup> TBP	01/11/2014	9300-34800+4300 (Pre-Revised)
3	Anantnag	Shameema Akhter	Lib. Asstt	BHS Batengoo	2550-3200/5200-20200+1900	29/11/1994	Class-IV	One	Nil	17.06.2004 as Lib. Asstt.	01/12/2003/01/07/2013	2610-3540. 5200-20200+2400 (Subject to recovery of excess pay and allowance drawn by the official on promotion as Lib.Asstt w.e.f.22.2.04 instead of 17.6.04)
4	Baramulla	Haseena Bano	Lab. Bearer	GHS Wailoo	SL-1(14800-47100)	10/11/2007	Class-IV	Nil	Nil	Nil	01/12/2016	SL-2(15900-50400)
5	Srinagar	Gulzar Ahmad Sofi	I/C Jr. Asstt	ZEO Iddgah	4440-7440+1400 (Pre-Revised)	12/06/1996	Class-Iv	Nil	One	16.06.2015 I/C Jr. Asstt.	01/07/2014	5200-20200+1800 (Pre-Revised)
6	Budgam	Manzoor Ahmad Lone	Sr. Asstt.	HSS Wathoora	Level-4(25500-81100)	17/09/1991	Jr. Asstt.	One	One	10.09.2007 as Sr.Asstt.	01/10/2016	Level-5(29200-92300)
7	Bandipora	Rafeeqa Begum	Safaiwala	HSS Nadihal	SL-1(14800-47100)	31/08/2009	Class-IV	Nil	Nil	Nil	01/09/2018	SL-2(15900-50400)
8	Bandipora	Mushtaq Ahmad Mir	Orderly	HSS Nadihal	SL-1(14800-47100)	29/08/2009	Class-IV	Nil	Nil	Nil	01/09/2018	SL-2(15900-50400)
9	Bandipora	Parveena Bano.	Orderly	HSS Aragam	SL-1(14800-47100)	04/03/2008	Class-IV	Nil	Nil	Nil	01/04/2017	SL-2(15900-50400)
10	Bandipora	Azad Ahmad Khan	Lab.Asstt	BHSS Bandipora	Level-2(19900-63200)	14/11/2002	Class-IV	One	Nil	24.08.2009 as Lab. Asstt	01/09/2018	Level-4(25500-81100)
11	Kupwara	Shamima Akhter	Orderly	GHSS Handwara	SL-1(14800-47100)	17/03/2009	Class-IV	Nil	Nil	Nil	01/04/2018	SL-2(15900-50400)
12	Bandipora	Mohd Ashraf Lone	Sr. Asstt.	ZEO Bandipora	2550-3200 (Pre-revised)	04/04/1994	Class-IV	Two	Nil	04.04.2018 as Sr. Asstt	01/05/2003	2610-3540 (Pre-revised)
13	Srinagar	Bilal Ahmad Sheikh	Lab. Bearer	BHS Gassi Mohalla	5200-20200+1800 (Pre-revised)	19/04/1988	Class-IV	Nil	Two	01.05.2006 2nd TBP	01/05/2015	5200-20200+1900 (Pre-Revised)
14	Kupwara	Shabir Ahmad Lone	Safaiwala	ZEO Drugmulla	SL-1(14800-47100)	22/08/2009	Class-IV	Nil	Nil	Nil	01/09/2018	SL-2(15900-50400)
15	Pulwama	Mahmoodah Akhter	Orderly	GMS Bonoora	SL-1(14800-47100)	01/04/2009	Class-IV	Nil	Nil	Nil	01/04/2018	SL-2(15900-50400)

16	Pulwama	Mumtaza Bano	Orderly	HS Lalpora Kahlil	SL-1(14800-47100)	25/03/2009	Class-IV	Nil	Nil	Nil	01/04/2018	SL-2(15900-50400)
17	Pulwama	Rohi Jan	Lab.Asstt	HSS Noorpora	Level-2(19900-63200)	30/08/1995	Class-IV	One	One	06.08.2009 as Lab. Asstt	01/09/2018	Level-4(25500-81100)
18	Pulwama	Tahira Akhter	Orderly	HSS Drabgam	SL-1(14800-47100)	01/04/2009	Class-IV	Nil	Nil	Nil	01/04/2018	SL-2(15900-50400)
19	Pulwama	Bushan Kour	Orderly	BHSS Tral	SL-2 (15900-50400)	01/04/2000	Class-IV	Nil	One	01.04.2009 1st TBP	01/04/2018	Level-1(18000-56900)
20	Pulwama	GH Mohd Mir	I/C Lib. Asstt	HS Ratsuna	5200-20200+1800 (Pre-revised)	25/05/1988	Class-IV	Nil	Two	01.06.2006 2nd TBP	01/06/2015	5200-20200+1900 (Pre-Revised)
21	Baramulla	Zarifa Bano	Orderly	BMS Banglowbagh	Level-1(18000-56900)	12/03/2009	Class-IV	Nil	Nil	Nil	01/04/2018	Level-2(19900-63200)
22	Anantnag	Rubiya Qadir	Jr. Asstt	GHSS Kadipora	SL-2 (15900-50400)	03/11/1998	Class-IV	One	One	01.12.2007 1st TBP	01/12/2016	Level-1(18000-56900)
23	Anantnag	Mohd Yousuf Zargar	Orderly	GHSS Bijbehara	5200-20200+1800 (Pre-revised)	01/07/1988	Class-IV	Nil	Two	01.07.2006 2nd TBP	01/07/2015	5200-20200+1900 (Pre-Revised)
24	Anantnag	Hakoomat Singh	Orderly	HSS Nanil	SL-2 (15900-50400)	24/04/2000	Class-IV	Nil	One	01.05.2009 1st TBP	01/05/2018	Level-1(18000-56900)
25	Anantnag	Anayat Ullah Zargar	Orderly	HS Gopalpora	SL-1(14800-47100)	07/09/2009	Class-IV	Nil	Nil	Nil	01/08/2018	SL-2(15900-50400)
26	Anantnag	Neelam Kour	Orderly	HS Kheribal	SL-2 (15900-50400)	10/04/2000	Class-IV	Nil	One	01.05.2009 1st TBP	01/05/2018	Level-1(18000-56900)
27	Anantnag	Munira Akhter	Orderly	GHSS Qazigund	SL-1(14800-47100)	07/09/2009	Class-IV	Nil	Nil	Nil	01/10/2018	SL-2(15900-50400)
28	Kulgam	Shamina Akhter	Lab Asstt	HSS Nehama	Level-2(19900-63200)	01/04/1998	Class-IV	One	One	14.08.2009 as Lab Asstt	01/09/2018	Level-4(25500-81100)
29	Anantnag	Kulsooma Akhter	I/C Jr. Asstt	HS Chaki Wangund	5200-20200+1800 (Pre-Revised)	15/06/1982	Class-IV	Nil	Two	01.07.2000 2nd TBP	01.07.2009	5200-20200+1900 (Pre-Revised)
30	Srinagar	Sumaira Rafiq	Orderly	GHSS Amirakadal	SL-1(14800-47100)	23.11.2009	Class-IV	Nil	Nil	Nil	01.12.2018	SL-2(15900-50400)

Sd.-

Director School Education,  
Kashmir.

Chief Accounts Officer,  
Directorate of School Education,  
Kashmir.

19/12/2018