

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

**Subject:- Grant of IN-SITU Promotion of Higher Standard pay scale.**

**ORDER NO:- 991 DSEK OF 2021**

**DATED:- 31/ 12 / 2021**

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 **following 06 (Six) Non-teaching officials of Kashmir Division**, in the Pay level from the date as indicated against each. However, the monetary benefit on account of In-Situ promotion to be regulated in terms of Rule-295(1) of General Financial Rules-2017.

S. No.	District	Name of the Official	Designation	Place of Posting	Present grade	Date of Ist. Apptt.	Desig at the time of apptt	No. of Functional promotion taken	No. of Non-functional prom availed	Date of Promotion to the present grade	Date of TBP is to be Given	HSPS due
01	Budgam	Sajad Ahmad Wani	Sr. Asstt	Zone Dreygam	Level-5(29200-92300)	01.04.1999	Jr. Asst	One	One	22.08.2012 as Sr. Asstt	01.09.2021	Level-6(35400-112400)
02	Pulwama	Firoza Akbar	Sr. Asstt	Zone Awantipora	Level-5(29200-92300)	01.04.1999	Jr. Asstt	One	One	10.12.2011 as Sr. Asst	01.01.2021	Level-6(35400-112400)
03	Kupwara	Mushtaq Ahmad Dar	Sr. Asstt	Zone Langate	Level-5(29200-92300)	07.06.2002	Jr. Asstt	One	One	18.08.2012 as Master	01.09.2021	Level-6(35400-112400)
04	Anantnag	Abida Jan	Sr. Asstt	HSS Dehtu	Level-5(29200-92300)	18.01.1999	Jr. Asst	One	One	11.06.2009 as Sr. Asstt	01.07.2018	Level-6(35400-112400)
05	Pulwama	Aijaz Ahmad Mir	Sr. Asstt	Zone Pampore	Level-5(29200-92300)	10.06.2000	Jr. Asst	One	One	18.08.2012 as Master	01.09.2021	Level-6(35400-112400)
06	Shopian	Shabir Ahmad Mir	Sr. Asstt	ZEO's Office Vehil	Level-5(29200-92300)	16.05.2006	Jr. Asst	One	Nil	29.08.2012 as Sr. Asst	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:-

1. That the Chief Education officer /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 employees 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 from this Directorate'
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 Rule 4(k) of SRO-14 dated.15.01.1996;
3. That the incumbents were 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;
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 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 CEO/DDO shall ensure that the employees are holding genuine appointment on substantive basis in school Education Department, before implement this order ;
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 officials 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.

**Sd/-**

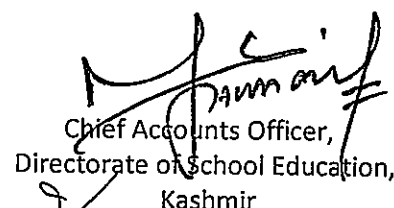
Director School Education  
Kashmir.

Dated 31/12/2021

No:-DSEK/Acctts/ TBP/ 20

**Copy to the:-**

1. Principal Secretary to Government, Education Department, Civil Secretariat Srinagar/ Jammu for information.
2. Chief Education Officer \_\_\_\_\_, for information and necessary action. Before endorsing/ implementing the order, the Chief Education officer concerned shall verify the eligibility/ entitlement of the officials for In-Situ promotion as mentioned above. and will strictly adhere the terms and conditions as laid down in the aforesaid order in each and every case before effecting endorsement to this order to the DDO concerned. However, any variation discrepancy if found while verification of the documents in respect of the any officials, that should be brought to the notice of this Directorate for fresh orders and time Bound Promotion order in favour of such officials shall not be endorsed to the concerned DDO at any case.
3. Section Officer, NT, /I/C Computer Section, DSEK for information.
4. Order file/stock file.

  
Chief Accounts Officer,  
Directorate of School Education,  
Kashmir