



Government of Jammu & Kashmir
Directorate of School Education Kashmir

Mtr. Ruqaya Habib,
Junior Stenographer,
CEO, Ganderbal.

No.DSEK/Estt/III/B-Trs/MZ/131/021/1657-62

Dated: 30-04-2024

Subject: Un-authorized absence of Mtr. Ruqaya Habib, Junior Stenographer, Chief Education Officer, Ganderbal.

Pre-Termination Notice

Whereas, you were appointed as Junior Stenographer in School Education Department vide this office order No.1167- DSEK of 2009, dated: 07-09-2009 and joined the department on 25-09-2009; and

Whereas, you have remained un-authorizedly absent from duties w.e.f. 09-12-2015 to 03-11-2019 and resumed duties for a brief period w.e.f. 04-11-2019 to 03-02-2020 and therefore again remained un-authorizedly absent from your legitimate duties w.e.f. 04-02-2020; and

Whereas, in compliance to the instruction conveyed to Chief Education Officer, Ganderbal vide this office communication No.DSEK/ Estt/ III/ B-Trs/ 54/ 31/ 020/ Gbl/ 1159 dated 12-06-2021, the Chief Education Officer, Ganderbal vide No.CEO/ Gbl/ 7646-49 dated 06-07-2021 constituted a committee for examination & preparation of report regarding your un-authorized absence from duties; and

Whereas, the Chief Education Officer, Ganderbal vide his communication No.CEO/ Actts/ Gbl/ 6271 dated: 03-08-2021 followed by another communication bearing No.CEO/ Actts/ Gbl/4037 dated 01-11-2021 forwarded the enquiry report/medical certificate issued by Medical Superintendent Govt. Psychiatrist District Hospital vide No.PSY/ MO/ 2017/ 259 dated 20-05-2017 clarifying that you did not attend the duties due to major depressive disorder and axis-II symptoms; and

Whereas, in pursuance to the decision of the designated committee conveyed to Chief Education Officer, Ganderbal vide this office communication No.DSEK/ Estt/ III/ B-Trs/ 42/ 131/ 021/ Gbl/ 3191 dated 12-01-2022, you applied for Voluntary retirement from Government services w.e.f. 24-04-2022 and the CEO Ganderbal vide his communication No. CEO/ Acctt/ Gbl/ 5016 dated 06-12-2022 submitted the case to this Directorate for necessary sanction of the competent authority; and

Whereas, in the meantime the period of un-authorized absence w.e.f. 09-12-2015 to 03-11-2019 was decided as extra ordinary leave and the period w.e.f. 04-02-2020 onwards as leave whatever due; and

Whereas, your case for voluntary retirement w.e.f. 24-04-2022 submitted by the Chief Education Officer, Ganderbal was found incomplete and the Chief Education Officer, Ganderbal vide this office communication No.DSEK/ NT/ Vol-retire/ 46/ 31-2021/ Gbl/ 179 dated 20-01-2023, followed by reminder issued under No.DSEK/ NT/ Vol-retire/ 46/ 31-2021/ Gbl/ 944 dated 25-04-2023 was asked to submit the pending documents; and

Whereas, the Chief Education Officer, Ganderbal vide communication No.CEO/ Gbl/ Acctts/ 8699 dated 23-12-2023 submitted a copy of your application dated 13-12-2023, where under you opted for withdrawal of application for voluntary retirement and requested for rejoining; and

Whereas, vide this office communication No.DSEK/ NT/ Vol-Retire/ 46/ 31/ 2021/ Gbl/ 129 dated 19-01-2024, followed by reminder issued under No.DSEK/ NT/ 671 dated 06-03-2024 the Chief Education Officer, Ganderbal was asked to furnish your fitness certificate from the competent authority; and

Whereas, you failed to produce any Medical Fitness Certificate to the Chief Education Officer, Ganderbal or this Directorate and the case was again placed before the designated committee in its meeting held on 11-03-2024 and the committee decided as under:

"Issue Pre-Termination notice with detailed facts in leading newspaper."

Whereas, unauthorized absence from duties attracts action as warranted in terms of Article 128 of J&K CSR Vol-I, 1956 which read as under:

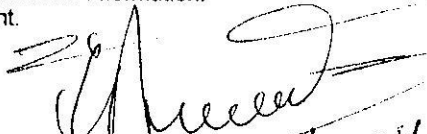
"Absence without leave or after the end of leave involves loss of appointment."

Now, therefore, through the medium of this notice, you are hereby given a final opportunity to explain as to why action as warranted in terms of Article 128 of J&K CSR Vol-1956, shall not be initiated against you for remaining un-authorizedly absent from your legitimate duties. Your reply shall reach this Office within a period of 10 days from the date of issuance of this notice failing which it will be presumed that you have nothing to say in your defence and the action as warranted under rules shall be initiated against you.

Sd/-
Director
School Education Kashmir

Copy to the:-

1. Administrative Secretary, School Education Department, Civil Secretariat Jammu/Srinagar for favour of information.
2. Director Information & Public Relation, Kashmir for information with the request to publish the notice for information of the concerned in two Kashmir based leading Newspapers.
3. Chief Education Officer, Ganderbal for information and further necessary action, with request to serve the notice to the Official at her last known address against a proper receipt. The compliance of the same shall be shared with this Directorate within two days positively.
4. Mtr. Ruqaya Habib, Junior Stenographer, Chief Education Officer, Ganderbal for information.
5. I/c website for hoisting the same on the official website of the Department.
6. Concerned file.


Personnel Officer
Directorate of School Education
Kashmir