

GOVERNMENT OF JAMMU AND KASHMIR
DIRECTORATE OF SCHOOL EDUCATION
KASHMIR

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Subject: Placement of eligible Class-IV Employees as I/C Lab. Assistant, I/C Junior Assistants, and I/C Lib. Assistants of District Srinagar.

ORDER NO: 1672-DSEK OF 2015.

D A T E D: 02/06/2015.

Whereas, due to maximum number of vacancies of different categories of non-teaching posts in different offices/institutions, the work culture of School Education Department has adversely affected, in certain places, the teachers/Class-IV employees have been assigned the non-teaching jobs.

Whereas, as per School Education subordinate non-gazetted recruitment rules issued under SRO-308 of 2008 dated: 16/08/2008 a joint seniority of different categories of Class-IV posts viz peon, orderly, Safaiwala, Gardner, Chowkidar, Lab. Bearer, Lib.Bearer Gasman and others have been framed by the Government for promotion to Lab. Assistants, Junior Assistants and Lib.Assistants.

Whereas, the **Chief Education Officer Srinagar** vide his letter No CEO/Estt/NT/Prom/1537 dated: 17/06/2014 has furnished a list of 182 qualified Class-IV employees after notifying in print media on 29/01/2014 for promotion/placement of 56 vacancies of Lab. Assistants, Junior Assistants and Library Assistants.

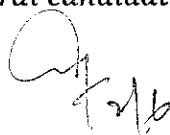
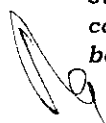
Whereas, a committee was framed vide order No. 1125 DSEK of 2014 dated: 16/08/2014 to ascertain the para-meters and modalities to be adhered for elevation of IV class employees in the Education Department to the cadre of Lab. Assistants, Junior Assistants and Lib.Assistants.

Whereas, the matter of placement of eligible class-IV for elevation as Inchage Junior Assistant on stop-gap arrangement in OPG with the condition of passing of type test was taken up with the Administrative Department vide this Directorate letter No. DSEK/NT/Prom/19/2015/all/1235 dated: 20/03/2015.

Whereas, the Administrative Department vide letter No. Edu-I/83/2015 dated: 15/05/2015 has conveyed agreement to the proposal for making stop-gap arrangement by placement of eligible Class-IV employees in the higher cadre subject to condition that those who benefit from such placement would necessarily clear the type test within six months, failing which the person shall be reverted back and opportunity would be provided to others. This would also apply to those who have been so placed earlier, but have not cleared the type test.

Whereas, the committee, in a thread bear discussion and in consultation with concerned Chief Education Officers in a unified consensus deserved the process of the promotion and evolved the following para-meters to be adhered in the process.

- I. Priority has been given to Lab. Assistant owing to the reason that he has a bright promotion prospects than the Junior Assistants. The seniors as per seniority list of Class-IV have been elevated as Lab. Assistants other than having qualification as Adeeb, Second preference in seniority have been given for the slot of Junior Assistants, the third priority have been given for the post of Lib. Assistants.
- II. Those candidates with Adeeb in Matriculation have been considered only for the post of Junior Assistants, as well as Lib. Assistants.
- III. The Placement of such cadres to the elevated cadre (Junior Assistant, Lab Assistant, Lib.Assistant) of such cases where FIR has been lodged under RPC against the promotee figuring in the seniority list be kept in abeyance till the promotee is acquitted of the charges and their quota will remain reserved and seniority would be maintained.
- IV. If the promotee by virtue of seniority falls in reserved category like RBA, ST, SC, ALC and does not fulfilled the norms of eligibility under SRO 308 of 2008 dated; 16/10/2008 and If under the reserved category the candidate is not available. The vacancies of such slot have been utilized at present stage and in the future promotions such utilized posts which have been utilized owing to the non availability of category slot would be given a priority in the future promotion list. The vacuum caused by the non availability of the category candidate have been utilized by general candidate.



Now, in the interest of administration and in order to run the Department smoothly, and subject to ratification by the DPC/Vigilance Clearance, it is hereby ordered that **52 (fifty two) Class-IV Employees (i.e. Lab. Assistant= 30, Jr.Assistant= 18 & Lib.Assistant= 04)** shown in the annexure to this order shall work as stop-gap arrangement purely on temporary basis in their own pay and grade. This order shall not confer any preferential claim in favour of the elevated officials to continue on the post and shall be **subject to the superior claim if any, and without prejudice to the out come of the court case if any which may not be within the immediate knowledge of this office. The order is subject to fulfilment of the following conditions:-**

1. That if on consequent verification, if any class-IV employee found ineligible as per SRO-308 of 2008 dated; 16/08/2008 for such placement, this order will not confer any right to him/her and placement shall liable to be rescinded in that case abinitio.
2. That it will be the personal responsibility of the CEO/DDO to verify the particulars of the Class-IV employee as indicated in the annexure of this order with reference to their original service records/appointment order/Qualification certificates/testimonials and will ensure that the particulars recorded against each official are correct, variation if any found should be brought to the notice of this Directorate for clarification/further instructions till then the benefit of placement shall not be allowed in his/her favour.
3. That the official must necessarily be holding genuine appointment on substantive basis and un-interrupted service, and shall not be involved in fake, fraud, adhoc, migrant, Contractual appointments and are not subject to any criminal proceedings departmental/VOK.
4. That the placement order in respect of reserved category aspirants shall be allowed only after production/verification of original category certificate issued by the competent authority. The verification with regard to the genuiness of appointment/qualification certificate/category certificate (if any) be got done by the CEO/DDO from the concerned issuing authority.
5. The placement of the officials shall be without pre-judice to the superior claim if any.
6. Certificate to the effect that Incharge promotee has not indulged in any immoral act /subversive activities and DDO where they have been working must furnish the said certificate authenticating that the work and conduct of the official has remained satisfactory during working as Class-IV employee.
7. The placement of such officials shall be confirmed by DPC (Departmental Promotion Committee) after fulfilling all requisite parameters.
8. The officials placed as I/C Jr. Assistants shall be required to appear in the type test on Computer Key Board and shall have to qualify the test with a speed of 25 words per minute within a period of 06 months, failing which their placement order shall be withdrawn abinitio giving chance to others in merit.
9. The officials placed as Incharge Library Assistants are required to qualify the certificate course in Library Science as required in terms of SRO-308 of 2008 dated; 16/10/2008. Those who could not qualify the same they shall be reverted back to their original post.
10. The posts sanctioned under RMSA shall in no case be utilized for the elevated officials and neither such posts should be accounted for as vacancy for determination of Rota Quota.

Sd/-

Director School Education
Kashmir

Dated: 02/06/2015

NO: DSEK/NT/Prom/19/2014/Sgr/1001-Q2
Copy to the:

1. Commissioner Secretary to Government Education Department Civil Secretariat Srinagar for information.
2. Chief Education Officer Srinagar for information, with the instructions that the order shall not be implemented unless the work and conduct of the promotee is ascertained from the DDO concerned and simultaneously the other explicit conditions as laid down in the aforesaid order are fulfilled. The adjustment of the s against the clear vacancies be made without involving transfers.
3. Stock file/Order File.

Personnel Officer

Directorate of School Education
Kashmir

S/No	S. No of CEO's List	Name	Designation	Place of posting	Qualification	Date of Birth	Date of Apptt.	Roaster Point	Category if any	Placed as Incharge
1	1	Bashir Ahmad Dar	Gas Man	BHSS Batmaloo	Matric (Adeeb)	03/03/1959	01/06/1979	1	Gen	Lib Assistant
2	2	Gulam Nabi Sheikh	Orderly	GHS Barzulla	Matric	08/02/1961	16/08/1979	2	Gen	Lab Assistant
3	3	Niyaz Ahmad	Orderly	BHS Nowhatta	Matric	15/04/1961	09/01/1981	3	Gen	Lab Assistant
4	4	Nasir-u-din Khan	Orderly	CEO Srinagar	matric	26/10/1960	02/04/1981	7	Gen	Lab Assistant
5	5	Sakina Akhter	Orderly	ZEO Rainawari	Matric	08/11/1961	08/08/1981	8	Gen	Lab Assistant
6	6	Shahida Parveen	Orderly	GHSS Sonwar	Matric	12/07/1957	09/08/1982	9	Gen	Lab Assistant
7	106	Gh. Nabi Gujree	Orderly	ZEO Zaldagar	Matric	10/01/1973	31/12/2002	10	GSC	Lab Assistant
8	8	Mohammad Ramzan Sheikh	Class-IV	DIET Sgr	Matric (Adeeb)	05/05/1961	19/11/1983	11	Gen	Lib Assistant
9	9	Maqsooda	Orderly	ZEO Srinagar	Matric	01/03/1964	29/08/1984	12	Gen	Lab Assistant
10	10	Shabnum Ara	Orderly	GHSS Sonwar	Matric (Adeeb)	18/05/1968	05/12/1985	13	Gen	Lib Assistant
11	11	Mohammad Maqbool Sultan	Orderly	GHSS Rainawari	Matric	01/05/1961	01/01/1986	15	Gen	Lab Assistant

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Annexute to Order No. _____ DSEK of 2015 dated

12	12	Gulam Mohammad Dar	Orderly	BHS Balhama	Matric	10/07/1969	10/02/1986	16	Gen	Lab Assistant
13	13	Atiqa Bano	Orderly	ZEO Iddgah	12th	10/06/1959	01/03/1986	17	Gen	Lab Assistant
14	14	Javid Ahmad Bhat	Orderly	DSEK	Matric	01/06/1972	04/06/1986	18	Gen	Lab Assistant
15	15	Roshan Ara	Orderly	BHS Nowhatta	12th	01/06/1966	25/02/1988	19	Gen	Lab Assistant
16	16	Nighat Ara	Orderly	BHS Nowhatta	11th	05/06/1964	29/03/1988	21	Gen	Lab Assistant
17	17	Manzoor Ahmad	Orderly	BHSS Nowpora	Matric	24/03/1968	31/03/1988	22	Gen	Lab Assistant
18	19	Afroza Tabasum	Orderly	BHSS Hazratbal	Matric	18/04/1960	12/04/1988	23	Gen	Lab Assistant
19	18	Mehbooba Bano	Orderly	GHS Drugjan	Matric	03/04/1962	12/04/1988	26	Gen	Lab Assistant
20	21	Sajad Ahmad Dar	Orderly	BHSS Nawakada I	12th	08/09/1967	02/06/1988	27	Gen	Lab Assistant
21	22	Gulam Hassan Dar	Orderly	ZEO Batamaloo	Matric	01/02/1969	11/07/1988	28	Gen	Lab Assistant
22	23	Bashir Ahmad Khacha	Orderly	BHSS Zainakote	Matric	05/06/1967	01/05/1989	29	Gen	Lab Assistant
23	24	Mohammad Yaseen Bhat	Orderly	GHS Narwara	Matric	02/02/1965	11/09/1989	30	Gen	Lab Assistant
24	25	Mohammad Sultan Dar	Orderly	GHSS Amirakad al	Matric (Adeeb)	15/03/1965	20/09/1989	32	Gen	Lib Assistant

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Annexute to Order No. _____ DSEK of 2015 dated _____

25	26	Sheikh Shahid Ahmad	Orderly	DSEK	Matric	15/06/1971	26/09/1989	33	Gen	Lab Assistant
26	27	Mahajabeen	Orderly	ZEO Rainawari	Matric	09/04/1971	17/03/1990	35	Gen	Lab Assistant
27	28	Abdul Rasid Pandow	Orderly	GHS Pandrathana Zone	Matric	08/03/1960	12/01/1991	36	Gen	Lab Assistant
28	29	Afroza Jan	Orderly	Nishat (MS Druqian)	Matric	01/03/1973	04/03/1991	37	Gen	Lab Assistant
29	30	Showkat Hussain	Chowkidar	BHS Lalbazar	Matric	25/11/1971	13/10/1991	38	Gen	Lab Assistant
30	31	Asmat	Orderly	ZEO Srinagar	Matric	01/02/1969	16/10/1991	39	Gen	Lab Assistant
31	32	Abdul Rashid Malik	Orderly	ZEO Zaldagar	Matric	06/03/1960	06/11/1991	40	Gen	Lab Assistant
32	33	Gh. Mohi-ud-Din Bhat	Orderly	GHSS Chanapora	Matric	04/02/1958	01/11/1992	41	Gen	Lab Assistant
33	34	Mohammad Farooq	Lab. Bearer	BHS Lasjan	11th	25/02/1961	01/11/1992	42	Gen	Lab Assistant
34	35	Mubeena	Orderly	ZEO Iddgah	Matric	11/03/1973	12/12/1992	43	Gen	Lab Assistant
35	36	Yasmeen Akhter	Lab. Bearer	GHS Chattabal	Matric	03/04/1970	10/11/1993	46	Gen	Jr. Assistant
36	37	Manzoor Ahmad	Orderly	ZEO Hawal	Matric	15/08/1973	15/02/1994	47	Gen	Jr. Assistant
37	38	Kounsar Parveen	Lab. Bearer	GHSS Sonwar	Matric	15/05/1976	21/04/1994	48	Gen	Jr. Assistant

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38	39	Nisar Ahmad	Orderly	BHS Amda Kadal	11th	01/03/1968	22/10/1994	49	Gen	Jr. Assistant
39	40	Altaf Ahmad Malik	Orderly	GHS Lasjan	Matric	16/02/1977	31/08/1995	50	Gen	Jr. Assistant
40	41	Tasleema Akhter	Lab. Bearer	GHS Pandratha n	Matric (Adeeb)	26/01/1957	14/02/1996	51	Gen	Jr. Assistant
41	42	Gulzar Ahamad Sofi	Orderly	ZEO Srinagar	Matric	01/07/1971	08/06/1996	52	Gen	Jr. Assistant
42	43	Shaheena Akhter	Lib. Bearer	GHSS Chanapor a	12th	19/02/1976	20/06/1996	53	Gen	Jr. Assistant
43	44	Mubeena Akhter	Orderly	ZEO Rainawari	11th	03/04/1961	27/06/1996	54	Gen	Jr. Assistant
44	45	Nisar Ahmad Bhat	Helper	BHS Balhama	11th	10/01/1969	01/10/1996	57	Gen	Jr. Assistant
45	47	Reyaz Ahmad Bhat	Orderly	BHS Barzulla	Matric	27/11/1973	01/01/1997	58	Gen	Jr. Assistant
46	48	Shabnum Qayoom Reshi	Orderly	BHS Dara	Matric	28/08/1969	23/04/1997	59	Gen	Jr. Assistant
47	49	Shubeena Malik	Orderly	GHSS Sonwar	12th	09/06/1967	19/05/1997	60	Gen	Jr. Assistant
48	50	Yasmeen Akhter	Orderly	ZEO Hawal	Matric	10/04/1972	18/06/1997	61	Gen	Jr. Assistant
49	51	Rehana Kounsar	Orderly	ZEO Hawal	Matric	15/06/1977	18/06/1997	62	Gen	Jr. Assistant
50	52	Rehana Azim	Lab. Bearer	BHS Gassi Mohalla	12th	15/10/1976	14/07/1997	63	Gen	Jr. Assistant

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21/10/2015

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Annexute to Order No. _____ DSEK of 2015 dated _____

51	53	Shakeela	Orderly	ZEO Rainqware	Matric	15/02/1977	28/07/1997	64	Gen	Jr. Assistant
52	54	Khursheed Ahmad Bhat	Orderly	GHSS Nishat	Matric	06/04/1978	28/08/1997	67	Gen	Jr. Assistant

Sd/-

Director School Education
Kashmir



Personnel Officer

Directorate of School Education Kashmir

