

**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 Shopian

ORDER NO: 1673 -DSEK OF 2015.

D A T E D: 02/06/2015 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 Shopian** vide his letter No CEO/Spn/014/1020 dated: 12/02/2014 has furnished a list of 93 qualified Class-IV employees after notifying in print media on 23/01/2014 for promotion/placement of 24 vacancies of Lab. Assistants, Junior Assistants and Library Assistants.

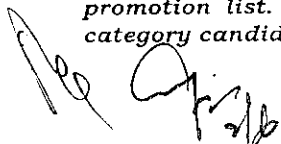
Whereas, a committee was framed vide order No. 1125 DSEK of 2014 dated: 16/08/2014 to ascertain the para-meters and modalities to be adhered for elevation of IV class employees in the Education Department to the cadre of Lab. Assistants, Junior Assistants and Lib. Assistants.

Whereas, the matter of placement of eligible class-IV for elevation as Incharge 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 have 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 **21 (Twenty- One) Class-IV Employees (i.e. Lab. Assistant=08 Jr.Assistant= 10 & Lib.Assistant= 03)** 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 abintio.
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 I/C 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 IV-Class 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/Spn/ 1003-84
Copy to the:

1. Commissioner Secretary to Government Education Department Civil Secretariat Srinagar for information.
2. Chief Education Officer Shopian 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 or fulfilled. The adjustment of the promotees against the clear vacancies be made without involving transfers.
3. Stock file/Order File.


Personnel Officer
Directorate of School Education
Kashmir



Annexure to Order No. 1673 DSEK of 2015 Dated 02-06-2015

S.No.	S.No Of CEO's List	Name of the Class-Iv	Desig.	Place of Posting	Quali	D.O.Birth	D.O.Ist Appt	Roster Point	Cate gory	Placed as Incharge
1	1	Gh Hassan Lone	Orderly	ZEO Vehil	Matric	01/03/1966	20/03/1985	1	Gen	Lab.Assistant
2	2	Mohd Yaseen Turey	Gardner	GHSS Shopian	Matric	11/01/1958	13/06/1985	2	Gen	Lab.Assistant
3	3	Ab Hai Mir	Chowkidar	GHSS Shopian	Matric	07/03/1966	18/02/1988	3	Gen	Lab.Assistant
4	7	Ab Rashid Khan	Lab. Bearer	HSS Keller	TDC	10/10/1967	16/04/1988	4	RBA	Lab.Assistant
5	6	Mohd Shafi Garsi	Gardner	HSS Keller	Matric	08/02/1969	24/03/1988	5	ST	Lab.Assistant
6	4	Mohd Abudullah Mir	Orderly	HSS Keller	Matric	01/04/1962	19/03/1988	7	Gen	Lab.Assistant
7	5	Shakeel Ahmad Lone	Gardner	HS K-Uller	Matric	01/07/1969	19/03/1988	8	Gen	Lab.Assistant
8	8	Ab Hamid Rather	Peon	HS Reshinagri	PUC	20/04/1965	21/04/1988	9	Gen	Lab.Assistant
9	9	Mohd Rafi Koli	Lab. Bearer	HS Gatipora	TDC	03/03/1967	22/04/1988	11	ST/ Gen	Jr.Assistant
10	10	Ab Aziz Malik	Chowkidar	BHSS Shopian	PUC	06/02/1961	01/06/1988	12	RBA/ Gen	Jr.Assistant
11	11	Mubarak Ahmad Khan	Orderly	ZEO Shopian	Matric	09/03/1969	02/06/1988	13	RBA/ Gen	Jr.Assistant
12	13	Mohd Ashraf Khan	Lab. Bearer	HSS Keller	Matric	10/05/1970	01/02/1994	14	RBA	Jr.Assistant
13	12	Mohd Yousuf Ganie	Peon	HSS Imam Sahib	Matric	05/04/1958	26/04/1989	15	Gen	Jr.Assistant
14	14	Farooq Ahmad Mir	Orderly	HSS Keller	TDC	15/03/1966	25/04/1994	16	RBA/ Gen	Jr.Assistant

[Handwritten signatures and initials]

15	15	Afroz Ahmad Wani	Lab. Bearer	HSS Imam Sahib	TDC	16/06/1977	15/12/1994	17	Gen	Jr. Assistant
16	16	Aijaz Ahmad Mir	Gasman	CEO Shopian	TDC	15/11/1971	30/10/1995	18	Gen	Jr. Assistant
17	18	Mohd Shamim Khan	Orderly	HS Sedow	Matric	15/04/1971	01/08/1996	19	RBA/ Gen	Jr. Assistant
18	17	Jahangir Ahmad Malik	Orderly	ZEO Vehill	Matric	15/02/1968	07/09/1996	21	Gen	Jr. Assistant
19	19	Mohd Altaf Dar	Lab. Bearer	HSS Keller	TDC	01/01/1973	17/06/1997	22	RBA/ Gen	Lib. Assistant
20	20	Mohd Yousuf Sheikh	Lab. Bearer	HS Heff Shirmal	TDC	25/03/1963	28/06/1997	23	Gen	Lib. Assistant
21	24	Showkat Ahmad Khan	Lab. Bearer	DIET Shopian	PUC	29/05/1970	08/12/1997	24	RBA	Lib. Assistant

Sd/
Director School Education
Kashmir


Personnel officer

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