

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 Lib. Assistants of District Ganderbal.

ORDER NO: 1676 -DSEK OF 2015.

D A T E D: 02 188/ 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 Ganderbal** vide his letter No CEO/Gbl/Estt/NT/01/9319 dated; 07/02/1014 dated: 17/06/2014 has furnished a list of 90 qualified Class-IV employees after notifying in print media on 01/02/2014 for promotion/placement of 27 vacancies of Lab. Assistants, Junior Assistants and Library Assistants.


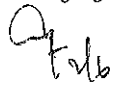
Whereas, a committee was framed vide order No. 1125 DSEK of 2014 dated: 16/08/2014 to ascertain the para-meters and modalities to be adhered for elevation of IV class employees in the Education Department to the cadre of Lab. Assistants, Junior Assistants and Lib. Assistants.

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 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-s shall be elevated as Lab. Assistants other than have been 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 **25 (Twenty-Five) Class-IV Employees (i.e, Lab.Assistnat 16, Jr.Assistnat. 06 & Lib.Assistnat. 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 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 genuineness 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 prejudice 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 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: 02/06/15

NO. DSEK/NT/Prom/19/2014/Gbl/1889-90

Copy to the:

1. Commissioner Secretary to Government Education Department Civil Secretariat Srinagar for information.
2. Chief Education Officer Ganderbal 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

S/No	S.NO of CEO's list	Name	Desig.	Place of posting	Qualification	Date of Birth	Date of Appoint	Roster Point	category	Placed As Incharge
1	1	Gh Nabi Tantray	Orderly	CEO Ganderbal	Matric	21/09/1960	01/04/1981	1	Gen	Lab.Assistant
2	2	Bashir Ahmad Ganie	Orderly	DY. CEO Ganderbal	Matric	20/02/1959	02/04/1981	2	Gen	Lab.Assistant
3	3	Ab. Hamid Sheikh	Orderly	GHSS Nunner	Matric (Adeeb)	01/05/1959	06/04/1981	3	Gen	Lib.Assistant
4	8	Hilal Ahmad Bhat	Orderly	BHSS Gund	Matric	05/03/1964	15/12/1983	4	RBA	Lab.Assistant
5	15	Mohd Ismail	Orderly	CEO Ganderbal	Matric	06/05/1966	01/06/1989	5	ST	Lab.Assistant
6	5	Gh Hassan Hanji	Chowkidar	BHS Maishahi Bagh	Matric	06/04/1964	29/09/1981	8	Gen	Lab.Assistant
7	6	Mohd Sadiq Mir	Orderly	DY. CEO Ganderbal	Matric (Adeeb)	18/02/1959	16/02/1982	9	Gen	Lib.Assistant
8	35	Ab Rashid Hajam	Orderly	BHS Tullamulla	PUC	19/04/1973	18/05/1998	10	Social Caste	Lab.Assistant
9	7	Gh Mohd Pandith	Chowkidar	BHSS Safapora	Matric	01/01/1961	14/10/1983	11	Gen	Lab.Assistant
10	9	Mohd Yousuf Sheikh	Chowkidar	BHSS Kangan	Matric (Adeeb)	01/04/1962	19/05/1984	12	Gen / RBA	Jr.Assistant
11	10	Lateef Ahmad Wani	Gardner	GHSS Ganderbal	Matric	11/04/1957	04/01/1986	13	Gen	Lab.Assistant
12	18	Shabir Ahmad Malik	Orderly	ZEO Kangan	Matric (Adeeb)	10/03/1966	18/04/1994	14	RBA	Jr.Assistant
13	11	Farooq Ahmad Qazi	Orderly	GHSS Ganderbal	Matric	15/05/1957	06/03/1986	15	Gen	Lab.Assistant
14	12	Gh Mohd Ahanger	Orderly	BHSS Wakura	Matric	07/11/1966	01/11/1986	16	Gen	Lab.Assistant
15	13	Raja Akhtar	Orderly	GHSS Nunner	Matric (Adeeb)	27/11/1959	15/04/1988	17	Gen	Jr.Assistant
16	14	Mushtaq Ahmad Sheikh	Lab. Bearer	BHSS Lar	TDC	05/02/1967	26/04/1988	18	Gen	Lab.Assistant
17	Migrant	Shadi Lal Dhar	Orderly	CAO Migrant Cell	Matric	30/03/1964	11/11/1988	19	Gen	Lab.Assistant
18	16	Bashir Ahmad Sofi	Orderly	BHSS Ganderbal	Matric	15/01/1961	10/08/1989	21	Gen	Lab.Assistant
19	17	Hafeeza Bano	Orderly	BHS Nunner	TDC	01/03/1971	30/09/1992	22	Gen	Lab.Assistant
20	19	Ghulam Mohd	Orderly	BHS Khulmulla	Matric	10/06/1971	29/10/1994	23	Gen	Lab.Assistant

10/2/01

12/10

21	20	Mohd Sultan Mir	Helper	BHS Batwina	Matric (Adeeb)	08/05/1959	01/10/1996	24	RBA	Jr.Assistant
22	26	Ab Hayie Kasana	Chowkidar	BHS Kullan	Matric	02/08/1972	12/12/1997	25	ST	Lab.Assistant
23	Mig rant	Sanjay Bhan	Lab. Bearer	CAO Migrant Cell	Matric	01/02/1971	25/06/1996	26	Gen	Jr.Assistant
24	21	Ab Majeed wani	Helper	BHSS Kangan	Matric (Adeeb)	15/01/1968	01/10/1996	27	Gen / RBA	Jr.Assistant
25	22	Mehraj-ud-Loan	Helper	BHSS Lar	Matric	04/01/1971	01/10/1996	28	Gen	Lib.Assistant

Sd/-

Director School Education
Kashmir

Personnel Officer

Directorate of School Education Kashmir

[Handwritten Signature]
2/6/13