

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

*Subject:- Grant of In-Situ Promotion under Higher Standard Pay scale Scheme.*

**ORDER NO. 13 DSEK OF 2025.**

**DATED. 22 / 01 / 2025.**

Sanction is hereby accorded to the grant of 3<sup>rd</sup> and Final (In-Situ) promotion of the higher pay scale in terms of J&K Civil Services (Higher Standard Pay Scale Scheme) Rules 1996 under SRO-14 Dated.15.01.1996, in favour of Mr. Shakeel Ahmad, MTS, (Orderly) of this Directorate, in the corresponding pay scale as shown below:-

Present grade	Date of 1 <sup>st</sup> Appnt	Functional promotion availed	No of non-functional promotion taken	Date of prom. to the present grade	Date from which TBP due.	HSPS Due
Level-1 (18000-56900)	03.10.1997	Nil	TWO	01.11.2015 2 <sup>nd</sup> TBP	01.11.2024	Level-2 (19900-63200)

The In-situ Promotion to the higher standard pay scale in favour of said official is granted/ released subject to the fulfillment of the following conditions:-

- That the Drawing and disbursing officer concerned will verify the particulars of official with reference to his original services records before allowing (In-Situ) promotion benefit and he/she shall be personally responsible for correctness of the particulars of the employee working under him/her. In case any variation is noticed in the particulars of official, the benefit of the in-situ promotion shall not be released and the case referred for further orders/ clarification.
- The DDO concerned shall not implement the order in case there is any case /enquiry pending against the official in any investigation agency or department.
- That the incumbent has 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.
- That the incumbent was not under suspension or contemplated in any charge or charge sheeted under classification Control and Appeal Rules 1956 or any other rules and her work and behavior has remained satisfactory.
- That the present promotion In-Situ shall not change/ affect the existing designation/ seniority /duties of the employee.
- That the benefit of the promotion In-Situ shall not be applicable, if the official has earlier foregone regular / functional promotion or will forego her functional promotion in future.
- That the work and behavior of the official has remained satisfactory during the preceding 03 (three) years.
- That before implementing the order, it is ensured that the employee is holding substantive appointment and his appointment is genuine, before implementation this order.
- That no time bound promotion has been granted by the DDO/CEO at his own level in favour of the incumbent.
- Consequent upon grant of HSP's it shall be ensured that the pay has been /is regulated strictly in accordance to the provisions laid down in SRO-14 of 1996 and SRO-193 of 2018 dated.24.04.2018.
- It shall be personal responsibility of the concerned DDO to verify the particulars of DSEK/575/2024-03-Directorate of School Education KMR (OUTSIDE SECTT) I/507134/2025 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.
- That there are no criminal case/ proceedings pending against the above official before any investigating agency viz; (VOK/ crime branch) or court of law and the genuineness of appointment has been ascertained/ established in respect of the employee.
- Also DDO's must ensure that the officials are holding genuine appointment.

*Sd/-*

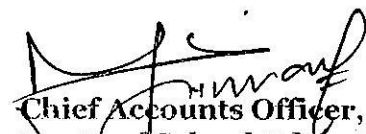
**Director School Education,  
Kashmir.**

Dated. 22 / 01 / 2025

NO.DSEK/Accts/TBPE- 7604578/ 1266 - 67

Copy to the:-

- Principal Secretary to Government, Education Department, Civil Secretariat Srinagar/ Jammu for information.
- Section officer, NT, DSEK, for information.
- Office Nazir, DSEK for information and n/a.
- I/C Computer section, DSEK, for information.

  
**Chief Accounts Officer,  
Directorate of School Education,  
Kashmir**