



GOVERNMENT OF JAMMU AND KASHMIR

CIVIL SECRETARIAT: FINANCE DEPARTMENT

Srinagar/Jammu

CIRCULAR

Subject:- Guidelines regarding reconstruction/rebuilding of official records of Special Cell, Finance Department damaged/destroyed in recent floods.

The records of Special Cell in Finance Department Civil Secretariat at Srinagar, pertaining to regularization of Adhoc/Contractual/Consolidated employees of various Departments got damaged in recent devastating floods which struck the state specially Srinagar city on 6th & 7th September, 2014. After great efforts, a minimal quantity of records was retrieved. After examining the retrieved portion of records, it has been found that it cannot in any way serve the purpose for which these were called for. Particulars of employees found eligible in 43rd meeting of EC were published in local dailies for inviting objections. The mandatory period elapsed during the floods which necessitates it to republish to maintain the transparency.

In respect of cases pending examination with Empowered Committee (EC), these are to be called afresh so that these can be examined and placed before EC for Scrutiny.

In order to achieve the above objectives, it has been felt appropriate to request all the Administrative Secretaries (Incharge of all the departments) to re-submit;

a) the information/ documents viz Initial appointment order, Continuation orders, DoB,

Educational Qualification Certificates, State subject, Work & Conduct Certificate, Drawl Statement and Technical qualifications of all such employees afresh, whose cases have been found eligible by the Empowered Committee and were notified for objections, within a period of ten (10) days positively.

- b) re-furnish case files of all such employees afresh along with the documents viz Initial appointment order, Continuation orders, DoB, Educational Qualification Certificates, State subject, Work & Conduct Certificate, Drawl Statement and Technical qualifications which were received and were pending for examination with the Empowered Committee in the Finance Department, by 27th of October, 2014 positively.

Sd/-

Principal Secretary to Government,
Finance Department

No. A/Spl.Cell (Codes) 2014/196 Dated: 16-10.2014

Copy to the:-

1. All Financial Commissioners.
2. All Principal Secretaries to Government.
3. All Commissioner/Secretaries to Government.
4. Director Information for information with request that the above circular instructions may be published in two leading Newspapers of the state one each from Jammu & Kashmir.
5. Incharge Website, Finance Department.
6. Circular Register/Stock File.



Director Codes

(Member Secretary, Empowered Committee)