

**Government of Jammu and Kashmir  
Finance Department (Codes Division)  
Civil Secretariat,  
Jammu/Srinagar**

**Subject:- Review of performance of the Government Employees.**

**Circular**

Attention of all Administrative Secretaries is invited towards S.O. 324 dated 22<sup>nd</sup> October, 2020 issued by the Finance Department, wherein it has been stipulated that:-

*"The exercise of review of performance of the Government servants will be initiated for each Government Servant for the first time after his/her completion of 22 years of service or attaining 48 years of age and any time subsequently, as may be required.*

*The cases of Government servants for consideration under above rules shall be placed before the General Administration Department by Review Committee constituted for the purpose, for placing its recommendations before the Competent Authority."*

It has been observed that the departments have not initiated any exercise for reviewing the performance of the Government servants, in terms of the above mentioned S.O.

In view of the above, it is impressed upon all the Administrative Secretaries to initiate the process/ exercise of reviewing the performance of each Government Servant who has completed 48 years of age/ 22 years of service for identifying such Government Servants who are ineffective in work and are not fit to continue in the post held and have no utility for the purpose for which they are employed.

The departments shall follow the procedure as laid down in Article 226(2) of Jammu & Kashmir Civil Service Regulations Volume I and place the cases of such identified employees before the review Committee for consideration of Competent Authority.

**Sd/-  
(Dr. Arun Kumar Mehta), IAS,  
Financial Commissioner,  
Finance Department.**

No. FD-Code/245/2021-707

Dated: 15.07.2021

**Copy to the:-**

1. Advocate General, J&K High Court Srinagar/Jammu.
2. Principal Accountant General J&K Srinagar/Jammu.
3. All Financial Commissioners.
4. Principal Secretary to the Hon'ble Lieutenant Governor
5. All Principal Secretaries to Government.
6. Jt. Secretary (J&K), Ministry of Home Affairs, Government of India.
7. Principal Resident Commissioner, 5-Prithvi Raj Road New, Delhi.
8. Chief Electoral Officer, J&K.
9. All Commissioner/ Secretaries to Government.
10. Divisional Commissioner Kashmir/ Jammu.
11. Principal Secretary to Chief Justice J&K High Court Srinagar/Jammu.
12. Registrar General, J&K High Court Srinagar/Jammu.
13. Director Anti Corruption Bureau, J&K.
14. Director General, Audit and Inspections.
15. Director General, Budget Division J&K.
16. Director General Accounts and Treasuries.
17. Director General Funds Organization.
18. Director Local Fund Audit & Pensions, J&K.
19. Director Information J&K.
20. All Head of Departments/ Managing Directors/ Chief Executives of State PSU's/ Autonomous Bodies/ Societies.
21. Secretary J&K Public Service Commission.
22. All District Development Commissioners.
23. Secretary, J&K Legislative Assembly.
24. Director/Principal, Northern Zonal Accountancy Training Institute Jammu.
25. Director Accounts & Treasuries Kashmir/ Jammu.
26. All Directors of Finance/Financial Advisors & CAOs.
27. Principal Accountancy Training School Srinagar.
28. Joint Director, J&K Funds Organization Srinagar/Jammu.
29. General Manager, Government Press, Srinagar/ Jammu for publication in Government Gazette.
30. Private Secretary to Hon'ble Advisors (F)/(B)/(BK), for information.
31. Private Secretary to Chief Secretary.
32. Private Secretary to Financial Commissioner, Finance Department.
33. All Treasury Officers.
34. I/C website, FD ([www.jakfinance.nic.in](http://www.jakfinance.nic.in)).
35. I/C website, GAD ([www.jkgad.nic.in](http://www.jkgad.nic.in)).
36. Government Order File (W2scs).

  
**S.L. Pandita**  
**Director General (Codes),**  
**Finance Department.**

