

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

Errata

Please read the existing pay scale of Rs. 5100-150-6300 instead of the erroneously printed pay scale of Rs. 5100-150-6800 appearing at S.No.27 of the Schedule showing existing pay scales and Revised version thereof of J&K Civil Service Revised Pay Rules, 1998 as printed in the Finance Department's Annual Compendium 1998.

This printing error shall be deemed to be rectified from the date of printing of the Annual Compendium, 1998.

(Sd.) B. L.MATTOO,

Director Codes,
Finance Department.

Dated 16-09-2005

No. A/9(81)-II-694

Copy to the : _____

Standard endorsements. _____

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT FINANCE DEPARTMENT

Errata

Please read Rs. 4225/- instead of Rs. 4125/- appearing in the 8th line of Clause (h) of Rule 15 of J&K Civil Service (Revised Pay) Rules, 1998 as recast vide SRO No.123 dated 17-4-1998.

(Sd.) B. L. MATTOO)

Director Codes,
Finance Department.

No. A/9(81)-II-694

Dated 16-9-2005

Copy to the : _____

1. Standard endorsements _____

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

Notification

Dated Srinagar, 23rd September, 2005

SRO-273.--In exercise of the powers conferred by proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor is pleased to direct that the following amendments shall be made in the Jammu and Kashmir Civil Service (Leave) Rules, 1979.

In the said Rules :

Sub-Rule 4(i) of Rule 61 of J&K Civil Service (Leave) Rules, 1979 shall be recast as under :--

“Study Leave shall not ordinarily be granted to a Government Servant:--”

- (i) Who has rendered less than three years service under the Government or till he/she, if probationer, does not complete the period of probation satisfactorily whichever is later.

By order of the Governor of Jammu and Kashmir.

(Sd.) B. R. KUNDAL,

Financial Commissioner,
Finance Department.

No.A/49(83)-II-1015

Dated 23-09-2005

Copy to the : _____

Standard endorsements. _____

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

CIRCULAR

Subject : Grant of Personal Pay for promoting Small Family Norms.

Attention of all the Administrative Departments/HODs is invited towards provisions regarding grant of Special Increment for undergoing Sterilization operation as an incentive to promote Small Family Norms to the State Govt. employees, as ordered vide SRO-94 dated 1-3-1989, (Govt. Instruction No.5 to the Art. 74 of J&K CSRs). The rate of incentive in this regard in the form of Personal Pay not to be absorbed with future increase of pay, at the rate equal to the amount of the next increment due at the time of grant of the concession will remain fixed during the entire service. No change in the rate of this incentive has been made w.e.f. 01-01-1996 so far but the same is to be allowed in terms of the pre-revised pay scale under Rule 23 of Revised Pay Rules, 1998. It has been reliably learnt that some DDOs/TOs are allowing drawal of incentive increment at revised rates which is not covered under rules.

Accordingly all the Adm. Departments/HODs are impressed upon to instruct all DDOs under their administrative control to stop this practice forthwith and wherever such incentive has been drawn at revised pay scale rates, recoveries be made in lump where the same has been paid in excess of the stipulated rates and initiate disciplinary action against the officers/officials at fault.

The circular may kindly be endorsed to all the DDO's of the Department.

(Sd.) B. R. KUNDAL,

Financial Commissioner,
Finance Department.

No.A/50(86)-II-794

Dated 6-10-2005

Copy to the :

Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT

CIRCULAR

Subject : J&K Civil Services (Higher Standard Pay Scale Scheme)
Rules, 1996.

It has been brought to the notice of Finance Department that the Head of Department/Administrative Department while interpreting existing Jammu and Kashmir Civil Service (Higher Standard Pay Scale Scheme) Rules, 1996 introduced vide SRO-14 of 1996 dated 15-1-1996 amended from time to time do not abide by the relevant provisions of the rules.

In this context, it is impressed upon all Administrative Depts/Head of Depts. to issue necessary instructions to their subordinates to implement the rules keeping in view the amendments/guidelines issued by Finance Department from time to time, so that no ambiguity/doubt arises due to wrong interpretation of rules. They are further advised to counter check the fixations made under the said rules, and verify fixations made thereunder and report the findings thereof to the concerned Administrative Deptt./Finance Department.

It is further reiterated that no subordinate office should exercise the powers to step up the pay in terms of rules/orders unless the same has received formal concurrence of Finance Department.

(Sd.) B. R. KUNDAL,

Financial Commissioner,
Finance Department.

No.A/106(96)-42

Dated 19-10-2005

Copy to the :

Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT

Notification

Dated Jammu, 22nd of November, 2005

SRO-312.--In exercise of the powers conferred under proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor is pleased to direct that the following amendment shall be made in the old Civil Service Regulations Vol-II, namely :—

In the said regulations :

Item No. 5 in Appendix XI-B (List of officers drawing fixed Travelling Allowance) shall be recast as under :

- (5) Inspector Excise Department Rs. 100/- P.M. (Rupees one hundred only).

By order of the Governor of Jammu and Kashmir State.

(Sd.) B. R. KUNDAL,

Financial Commissioner,
Finance Department.

No.A/17(73)-468

Dated 22-11-2005

Copy to the :

Standard endorsements.

CIRCULAR

Subject: J&K Civil Service (Higher General Pay Scale) Rules, 1954

It has been brought to the notice of Finance Department that the Head of Department/Assistant Commissioner while interviewing candidates for J&K Civil Service (Higher General Pay Scale) should refer to the SRO-312 of 1995 dated 15-1-1995 issued by the Government of Jammu and Kashmir in this regard. The provisions of the said SRO-312 should be read in conjunction with the provisions of the Civil Service (Higher General Pay Scale) Rules, 1954.

In this context it is requested that all Administrative Officers/Assistant Commissioners should issue necessary instructions to their subordinates to implement the above in view of the amendments/changes made by Finance Department from time to time. They are further advised to ensure that the provisions of the said SRO-312 are strictly followed. The Assistant Commissioners are requested to verify the entries in the list of officers drawing fixed Travelling Allowance and report the findings thereof to the Financial Commissioner, Finance Department.

It is further requested that all subordinates should exercise the powers to sign off the pay in terms of instructions under the cover of the said SRO-312.

(Sd.) B. R. KUNDAL,

Financial Commissioner,
Finance Department.

Date: 18-10-2005

Standard endorsements

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

Subject : Payment of Dearness Allowance to State Govt. Employees
Revised rates effective from 1-1-2005.

Government Order No. 237-F of 2005

Dated 28-11-2005

In continuation to Govt. Order No. 247-F of 2004 dated 22-12-2004 read with Govt. Order No. 252-F of 2004 dated 24-12-2004, it is hereby ordered that the State Govt. employees including Workcharge and whole time contingent paid employees shall be paid additional instalment of Dearness Allowance @ 3% of Basic pay from 1-1-2005. The revised rates will be as under :-

Date from which payable	Existing rate of DA (including previous instalment)	Revised rate of DA
01-01-2005	14%	17%

1. The term 'pay' for the purpose of 'calculation of Dearness Allowance' shall be the pay drawn in the prescribed scale of pay, including Dearness Pay, stagnation increment(s) but shall not include any other type(s) of pay like special pay or personal pay etc.
2. The instalment of Dearness Allowance payable under these orders shall be paid in cash.
3. The payment on account of Dearness Allowance, involving a fraction of 50 paise and above shall be rounded off to the next rupee and the fractions of less than 50 paise shall be ignored.
4. The provisions of this order shall also apply, *mutatis mutandis*, in the case of officers of All India Services.

By order of the Government of Jammu and Kashmir.

(Sd.)

Special Secretary to Govt.
Finance Department.
Dated 28-11-2005

No.A/24(2k)-1227

Copy to the : _____

Standard endorsements. _____

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT

Subject : Payment of Dearness Allowance to State Govt. Pensioners/
Family Pensioners--Revised rate effective from 1-1-2005.

Government Order No. 238-F of 2005

Dated 28-11-2005.

In continuation to Govt. Order No. 249-F of 2004 dated 22-12-2004 it is hereby ordered that the State Govt. Pensioners/Family Pensioners shall be allowed additional instalment of dearness allowance at 3% of basic pension from 1-1-2005.

Existing rate of DA Revised rate of DA Date from which payable

Existing rate of DA	Revised rate of DA	Date from which payable
14%	17%	01-01-2005

(i) Payment of DA involving a fraction of a rupee shall be rounded to the next rupee.

(ii) Personal pension, if any, will not be taken into account for determining DA on pension.

(iii) The other provisions governing grant of Dearness Allowance on pension/dearness pension/family pension such as regulation of DA, during employment/re-employment, regulation of DA where more than one pension is drawn etc. and other provision of the existing orders/rules (as are not in conflict to the provisions of this order) shall continue to remain in force.

(iv) The Dearness Allowance as per this order shall henceforth be paid by the concerned Treasury Officers/paying branches of the J&K Bank without waiting for further authorization from the Accountant General, General Manager, J&K Bank as per the practice in vogue.

By order of the Government of Jammu & Kashmir.

(Sd.)

Special Secretary to Govt.
Finance Department.

No.A/24(2k)-1228

Dated 28-11-2005

Copy to the :
Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT

Subject : Payment of Dearness Allowance to State Govt. Pensioners/
Family Pensioners--Revised rate effective from 1-1-2005.

Government Order No. 238-F of 2005

Dated 28-11-2005.

In continuation to Govt. Order No. 249-F of 2004 dated 22-12-2004 it is hereby ordered that the State Govt. Pensioners/Family Pensioners shall be allowed additional instalment of dearness allowance at 3% of basic pension from 1-1-2005. The revised rate will be as under :-

Existing rate of DA (including Revised rate in previous instalment)	Revised rate	Date from which payable
14%	17%	01-01-2005

- The term "pay" for the purpose of calculation of Dearness Allowance shall be the pay drawn in the prescribed scale of pay, including Dearness Pay, retention increments, but shall not include any other types of pay like special pay or personal pay etc.
- The instalment of Dearness Allowance payable under these orders shall be paid in cash.
- The payment on account of Dearness Allowance involving a fraction of 50 paise and above shall be rounded off to the next rupee and the fraction of less than 50 paise shall be ignored.
- The provisions of this order shall also apply to persons receiving the case of officers of All India Services.

By order of the Government of Jammu and Kashmir.

(Sd.)
Special Secretary to Govt.
Finance Department.
Dated 28-11-2005

No.A/24(2k)-1228

Copy to the :
Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

Subject : Notification of departments authorized to engage Casual/
Seasonal Labour.

Government Order No. 239-F of 2005

Dated 29-11-2005.

In terms of proviso to Rule 7 of SRO-64 of 1994 dated 24-3-1994,
it is hereby ordered that the following departments only shall be
authorized to engage Casual or Seasonal Labourers from time to time
on minimum need basis on muster rolls for payment of wages :

- (i) Agriculture Production Department
- (ii) PWD (R&B Department)
- (iii) PHE, Irrigation and FC Department
- (iv) Power Development Department.

All such engagements shall further be subject to the following
conditions :--

- (a) In case the need for engagement is felt, which is outside the
purview of a scheme/project the same should be carefully
assessed. The need based requirement shall be met out of the
DRWs regularized as Helpers available in the department by
way of internal adjustment only without bringing any additional
burden on the scarce resources of the State.
- (b) No engagement or appointment order shall be issued in respect
of Casual/Seasonal Labour.
- (c) The Administrative Departments shall have to determine in
each case as to what minimum number of Casual/Seasonal
Labour is required to be engaged, for what length of time, and
against which project/scheme by debit to which the wages
shall be paid.

(d) The respective Administrative Department controlling above notified departments will further determine the source of payment of their wages, whether debitable to original work or maintenance component and ensure availability of budgetary allocation.

(e) Skilled/trained Labourers in identified trades shall be given preference in local areas for engagement of Casual/Seasonal labourers. The wages of the labourers so engaged would be paid @ Rs.70/- per day.

(Sd.)

Special Secretary to Govt.,
Finance Department.

No.A/38(2005)-1171 Dated 29-11-2005

Copy to the :

Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT

Subject: Notification of departments authorized to engage Casual/Seasonal Labour.

Government Order No. 338-F of 2005

Dated 29-11-2005

In terms of provision to Rule 7 of SRD-64 of 1964 dated 24-3-1964 it is hereby ordered that the following departments only shall be authorized to engage Casual or Seasonal Labourers from time to time on minimum need basis on matter rules for payment of wages :

- (i) Agriculture Production Department
- (ii) PWD (R&B Department)
- (iii) PHE, Irrigation and FC Department
- (iv) Power Development Department

All such engagements shall further be subject to the following conditions:-

- (a) In case the need for engagement is felt which is outside the purview of a department the same should be carefully assessed. The need based requisition shall be sent out of the DRWs regulated as per the available in the department by way of internal advertisement and without bringing any additional burden on the state resources of the state.
- (b) No engagement or appointment order shall be issued in respect of Casual/Seasonal Labour.
- (c) The Administrative Department shall have to determine in each case as to what minimum number of Casual/Seasonal Labour is required to be engaged, its term length of time and against which project/work by which the wages shall be paid.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

Notification

Jammu, 16th December, 2005

SRO-336.--In exercise of the powers conferred under proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor is pleased to direct that the following amendment shall be made to the Jammu and Kashmir Civil Service Regulations Vol-I, namely :--

In the said regulations :

(a) Article 328-E(ii) shall recast as under :

“The Conveyance Allowance will be admissible to the blind and Orthopedically Handicapped Govt. servants on the recommendation/certificate issued by the Medical Board constituted by the Government, consisting of CMO of the district and at least two medical specialists nominated by the concerned Director, Health Services with at least one specialist from the field of concerned impairment.”

(b) Sub-Clause -iii of Art. 328-E shall be deleted.

(c) Sub-Clause (iv) of Art. 328-E shall be recast as under :

“The allowance will not be admissible during leave of any kind (except Casual Leave), vacation in combination with leave of all kinds exceeding one month, joining time or suspension. However, in cases where an employee has been called for any official duty during the calendar month of vacation then full allowance shall be payable to him/her for that calendar month. Moreover no conveyance allowance shall be payable to Govt. servants provided with facility of Govt. transport or Govt. accommodation

within one kilometer of place of work or within a campus-housing place of work and residence.”

The rule shall be effective from 01-4-2005.

By order of the Governor.

(Sd.) B. B. VYAS,
Commr./Secretary to Govt.,
Finance Department.

No. A/17(73)-341

Dated 16-12-2005

Copy to the _____

Standard endorsements. • • _____

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

OM No. A/122(2005)-1245
Dated 21-12-2005.

CIRCULAR

Subject : Submission of copies of sanction(s) to the Accountant General.

Accountant General Jammu and Kashmir (Audit), Srinagar vide D.O. letter No.CASS-I/51-I/AI/05-06/997 dated 8-11-2005 Addressed to Chief Secretary, J&K has informed that the authorities competent to accord sanction relating to receipt and expenditure, revision of scales, creation or abolition of establishment, execution of rate contract for purchase of high value are not communicating the sanction orders to the Accountant General as is required under the provisions of J&K Financial Code Vol-I.

It is, therefore, impressed upon all Secretaries to Government to implement the provisions of Rule 17.5 of J&K Financial Code Vol-I in letter and spirit and to convey the instructions to the subordinate offices to adhere strictly to the codal provisions.

(Sd.) B. B. VAYAS,

Commissioner/Secretary to Govt.,
Finance Department.

Copy to the : _____

Standard endorsements. _____

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

OM No. A/I(92)-175
Dated 22-12-2005.

CIRCULAR

Subject :- Payment of House Rent Allowance.

Attention is invited to Finance Department Circular OM No. A-I(92)/513 dated 25.6.1999 whereunder it has been clarified that HRA is admissible to the employees who do not get any Government accommodation.

It has been reported that there are certain cases where house rent allowance has been drawn by the employees irregularly while residing in Government accommodations.

Accordingly all Administrative Departments/Head of the Departments and Treasury Officers are requested to ensure that House Rent Allowance is drawn only in appropriate cases and wherever HRA has been drawn irregularly the same shall be recovered forthwith.

(Sd.)

Commissioner/Secretary to Govt.,
Finance Department,

Copy to the : -----

Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT

OM No. A/12(98)-III-1365
Dated 28-12-2005.

Subject : Information regarding number of employees appointed from
the age group of 35 and above.

The issue relating to qualifying service for full pensionary benefits in respect of those employees, who enter into service at the age of 35 years or thereafter and who do not otherwise complete the required qualifying service of 33 years is under examination of the Government of Jammu and Kashmir.

The undersigned is, accordingly directed to request all the Financial Commissioners/Principal Secretaries/Commissioner/Secretaries/Secretaries to Govt. to kindly provide information regarding number of employees appointed from the age group of 35 and above to this office within a period of 10 days positively enabling the Finance Department to take further action. This has reference to the decisions taken by the Hon'ble Dy. Chief Minister (Finance) in the meeting held on 16-11-2005.

(Sd.)

Director Codes,
Finance Department.

Copy to the : _____

Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
FINANCE DEPARTMENT

Subject :—Amendment in Book of Financial Powers (third edition 2002).
Reference :—Approval of Hon'ble Chief Minister in Co-ordination
conveyed vide No. GDC 194/CM/2005 dated 15-12-2005.

Government Order No. 269-F of 2005

Dated 30-12-2005

In Chapter 2 of Book of Financial Powers, the following shall be
inserted :

“In Chapter 2, B-Other Officers, Class- I Officers
the words “Senior Drilling Engineer of Geology and Mining
Department” shall be inserted against Sr. No. 98-A of Book of
Financial Powers.

In Chapter 2, (Class-II Officers), “Drilling Engineer of Geology
and Mining Department” shall be inserted at S.No.90-A of Book
of Financial Powers.

By order of the Government of Jammu and Kashmir.

(Sd.) B. B. VYAS,
Commissioner/Secretary to Govt.,
Finance Department.

No. A/68(2001)-II-546

Dated 30-12-2005

Copy to the : _____

Standard endorsements. _____

OM No. A/44(85)-1372
Dated 30-12-2005.

Subject :—Notification regarding “COLA” to the employees/workers of State owned PSU’s w.e.f 01-01-1999 and 01-01-2000.
Reference :—Cabinet Decision No.7/3/2005 dated 19-12-2005.

Whereas COLA to the employees of Public Sector Undertakings is released in relation to increase in “All India Industrial Consumer Price Index level” notified by the Labour Bureau, Simla.

Whereas ‘COLA’ due for the year 01-01-1999 and 01-01-2000 could not be notified due to the financial constraints being faced by the Corporation/Autonomous Bodies in the State.

Whereas feeling aggrieved the employees union viz Chenab Valley Workers Union of State Forest Corporation filed writ petition against the Corporation and the State Government.

Whereas the State Government after taking into account the financial position of the Corporations and their requirement for working capital and other financial commitments has taken an overall view of the matter.

Now therefore, OM No. A/45(85)-864 dated 4-8-2004 is modified to the extent that the Government hereby notifies 25 installments of ‘COLA’ from 01-01-1999 and 09 installments from 01-01-2000 to the employees of State owned PSU’s the payment of which will be considered by Public Sector Undertakings individually, depending on the availability of resources and subject to the conditions as below :

- (i) The Corporation have to bear additional burden on account of ‘COLA’ from their own resources and no assistance will be provided.
- (ii) The Corporation may consider to pay the ‘COLA’ out of their own resources if they have no loan liabilities with any financial institutions and are not in receipt of budgetary support from the State Government.

(iii) The decision to grant COLA will be taken only in the full Board Meeting where all members are present.

However, rates on restructured pay range of 'COLA' are indicated in the table given below :

S.No.	Pay range (after last revision)	Restructured rate of 'COLA' per installment	Amount of 'COLA' (PM) corresponding to (34) installments
1	2	3	4
1.	Up to 2549	13	442
2.	2550-3100	17	578
3.	3101-3600	20	680
4.	3601-4000	23	782
5.	4001-4600	26	884
6.	4601-5300	30	1020
7.	5301-6000	34	1156
8.	6001-6600	38	1292
9.	6601-7600	43	1462
10.	7601-8800	50	1700
11.	8801-10000	57	1938
12.	10001-11200	65	2210
13.	11201-12400	72	2448
14.	12401-13600	80	2720
15.	13601-14800	87	2958

1	2	3	4
16.	14801-16000	95	3230
17.	16001-17200	102	3468
18.	17201-18400	109	3706
19.	18401-20000	118	4012
20.	Above Rs.20000	129	4386

(Sd.) B. B. VYAS,

Commissioner/Secretary to Govt.,
Finance Department.

Copy to the : _____

Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT--FINANCE DEPARTMENT

Notification

Jammu, the 30th December, 2005

SRO-353.--In exercise of the powers conferred under proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor is pleased to direct that the following amendments shall be made to the Jammu and Kashmir Civil Services (Medical Attendance-cum-Allowance) Rules, 1990 :

“A. In Rule 6-A of the said Rules :

- (i) Acharya Shri Chander College of Medical Sciences and Hospital Jammu appearing at S.No.(xiv) be deleted.
- (ii) Proviso (a) and (b) be deleted.
- (iii) The following shall be inserted as Note 3. Below Rule 6-A.

Note-3.--The reimbursement in the case of Heart Centre New Delhi shall be restricted to the rates on the admissible items prevalent in All India Institute of Medical Sciences, New Delhi.

B. The following shall be inserted as Rule 5-4(a).--

“If a Govt. servant himself/herself or any member of his/her family dependent upon him/her is suffering from heart ailments, Renal failure, Cancer or any other disease/life consuming disease and needs hospital treatment, the treatment may be taken in Acharya Shri Chander College of Medical Sciences and Hospital, Jammu :

Provided that the reimbursement shall be levelled on the admissible items with that of the Govt. Medical College Hospital Jammu/Srinagar whichever is less :

Provided further that in the event, such a treatment facility is not available in the Govt. Medical College Hospital Jammu/

Srinagar but is available in S.K. Institute of Medical Sciences Soura, Srinagar the reimbursement charges in that case be restricted to the rates prevalent in SKIMS, Soura, Srinagar or Acharya Shri Chander College of Medical Sciences and Hospital, Jammu whichever is less."

By order of the Governor.

(Sd.) B. B. VYAS,

Commissioner/Secretary to Govt.,
Finance Department.

No. A/7(94)-II-658

Dated 30-12-2005

Copy to the :

Standard endorsements.