

Commission (SERC) to sanction advance drawal upto Rs. 25000/- to be exercised with the agreement of Accounts Officer concerned subject to fulfillment of following conditions :-

- i) The advance is drawn only in case of dire necessity to meet the expenses of emergent nature.
- ii) The detailed red account of the advance so drawn is rendered to the Accountant General within the period stipulated under rules.

By Order of the Government of Jammu and Kashmir.

(Sd.) B B. VYAS,

Commissioner/Secretary to Government,
Finance Department.

No. A/8(2008)-298

Dated 16-7-2008.

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7. Advocate General, J&K High Court, Srinagar/Jammu
8. Secretary to Chief Justice, J&K High Court, Srinagar/Jammu.
9. Registrar General, J&K High Court, Srinagar/Jammu.
10. All Head of Departments/Managing Director/Chief Executive of State PSUs/Autonomous Bodies.
11. Secretary to Governor/Chief Minister/Public Service Commission/ Legislative Assembly/Legislative Council.
12. All District Development Commissioners.
13. Director Budget, Finance Department.

**GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT**

Notification

Srinagar, the 2nd Sept., 2008.

SRO-253.-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 in the State Insurance Fund Rules, Rule 7 shall be substituted by the following :-

In the said Rules ;

Rule 7 shall be recast as under :-

7. The amount of Insurance of an employee's life shall depend on his/her salary drawn on the date he / she makes an application as per Schedule shown below :-

SCHEDULE

Slab in which employees Monthly salary falls	Sum assured under Scheme B.
(a) Pay up to Rs. 4000/-	Rs. 25,000/-
(b) Pay from Rs. 4001/- to Rs. 8000/-	Rs. 50,000/-
(c) Pay from Rs. 8001/- to Rs. 12000/-	Rs. 1,00,000/-
(d) Pay from Rs. 12001/- and above	Rs. 1,50,000/-

Provided that an employee falling under category 'd' may, however, draw out insurance for an amount higher than that which he has to take compulsorily, but such amount shall not exceed Rs. 2,00,000/-.

By order of the Governor.

(Sd.)

Commissioner/Secretary to Government,
Finance Department.

No. A/100(2002)-677

Dated : 2-9-2008

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15. Director/Dy. Director, Accounts & Treasuries, Srinagar/Jammu.
16. Director/Dy. Director, Fund Organization, Srinagar/Jammu.
17. FA & CAO, Flood Control and Hydel Projects, Srinagar.
18. Director Information, J&K, Srinagar/Jammu.
19. Principal, Northern Zonal Accountancy Training Institute, Jammu.

20. Principal, Accountancy Training School, Srinagar.
21. All Financial Advisors & CAO's .
22. All Treasury Officers/Distt. Treasuries Officers.
23. General Manager, Govt. Press for publication in Govt. Gazette.
24. Chief Accounts Officer, Examiner Local Fund Audit Cell.
25. Prpl. Pvt. Secretary to Chief Secretary.
26. Pvt. Secretary to Minister/ State Ministers/ Dy. Ministers for inf. to the Hon'ble Ministers
27. All Officers/Sectional Officers of Finance Department.

(Sd.) M. I. KHANDAY,

Director Codes,
Finance Department.

**GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT**

Notification

Snnagar, the 2nd Sept., 2008.

SRO-254.- 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 in the General Provident Fund Rules, Samvat, 1981, the following amendments shall be made ; namely :-

- I. In Rule 4 the first sentence of sub-rule (i) shall be substituted by the following :-

“The monthly subscription @ 8.33% of the Basic Pay plus Dearness Pay of each officer shall be compulsory, but a subscriber may at his option subscribe at a higher rate.

II. In Rule 20 of the said rules, the word and figure "6 months" shall be substituted by the word and figure "2 years".

By order of the Governor.

(Sd.)

Commissioner/Secretary to Government,
Finance Department.

No. A/100(2002)-678

Dated 2-9-2008.

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(Sd.) M. I. KHANDAY,

Director Codes,
Finance Department.

**GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT**

Subject : Induction of the Post of Helper in the existing hierarchies of the Departments.

Reference : Cabinet Decision No.57/7 dated 20.5.2008.

Government Order No. 257-F of 2008

Dated 03-09-2008.

- 1. Whereas, the State Government in the past had been engaging persons on a daily wage-basis, particularly in development departments such as Power Development, Public Health Engineering, Public Works, Agriculture etc. for execution of works ; and
- 2. Whereas, such class of workers were being paid on muster rolls ; and
- 3. Whereas, for the regularization of Daily Rated Workers in the Government departments, the State Government constituted Empowered Committee (EPC), to consider the creation of

temporary posts for regularization of DRWs engaged up to January 31, 1994 vide Government Order No. 26-F of 1994 dated 31-01-1994 ; and

4. Whereas, subsequently, with a view to containing the increasing number of DRWs, the State Government notified a policy by issuing SRO 64 dated 24-03-1994, the salient features of which were as under:-

(i) A Daily Rated Worker/Work Charged Employee shall be eligible for regularization on fulfillment of the following conditions ; namely :-

- a. That he is a permanent resident of the State ;
- b. That on the date of his initial appointment his age was within the minimum and maximum age limit as prescribed for appointment in Government Service ;
- c. That he possesses the prescribed academic and/or technical qualification for the post against which he is required to be regularized ;
- d. Provided that in case of eligible Daily Rated Workers to be regularized against Class IV posts, relaxation of qualification and/or age shall be considered on merits by the concerned Administrative Department ;
- e. That he is not retiree from any State or Central Government service or any Local Body, Public Sector Undertaking or Autonomous Body in or outside the State ;
- f. That his work and conduct have remained satisfactory during the period he worked as a Daily Rated Worker or Work Charged Employee and no disciplinary proceedings are pending against him; and

g. That he has completed seven years continuous period of working as a Daily Rated Worker or Work Charged Employee or partly as a Daily Rated Worker and partly as a Work Charged Employee.

(ii) All the Daily Rated Workers who on 31-3-1994, are eligible under rule 4 for regularization shall with effect from 1-4-1994, be appointed on the regular pay scale of Class IV prescribed in the concerned department for the relevant category of posts in the scale of Rs. 750-940 ;

(iii) No Class IV vacancy.

(iv) Occurring in any department where Daily Rated Workers or Work Charged employees are adjustable under these rules shall be available for direct recruitment till the whole lot of such workers/employees is adjusted ; and

5 Whereas, as a part of the process of regularization of DRWs under the arrangement, the administrative departments were required to submit the proposals relating to regularization of eligible DRWs to the Finance Department and after examination of the proposals in the Finance Department, the same were to be placed before the EPC for creation of posts for regularization of DRWs ; and

6 Whereas, in 209 meetings of the EPC held from time to time, 55156 temporary posts in the scale of Rs. 2550-3200 in various departments have been created ; and

7 Whereas, the EPC was wound up vide Government Order No. 224-F of 2006 dated 12-07-2006 and as per the arrangement spelt out in the said Government order, in respect of genuine left out case (s), Finance Department was empowered to accord sanction for creation of temporary posts on a case to case basis after obtaining prior agreement of Planning and Development

Department in cases where the creation was proposed under State Plan ; and

- 8 Whereas, working on this course, Finance Department has so far facilitated creation of 349 additional posts of 'Helpers' ; and
- 9 Whereas, the temporary posts have been created over and above the normal strength of the departments with the sole aim of facilitating regularization of eligible pre-1994 DRWs. The newly created posts have been christened as 'Helpers' to impart a distinct identity to this transitory category of posts ; and
- 10 Whereas, the number of purpose specific posts of 'Helpers' was to diminish with the passage of time as the incumbents were required to be adjusted against the substantive establishment of the concerned department against clear Class IV vacancies becoming available in course of time at regular intervals, as such vacancies were not available for direct recruitment till the whole lot of such workers was adjusted ; and
- 11 Whereas, it has been observed that the posts of 'Helper' have not diminished even after 14 years of the issuance of SRO-64/1994, as a large number of 'Helpers' exist in the State Government across many departments ; and
- 12 Whereas, the issue has also been taken up by the Employees' Union with the State Government on many occasions demanding relentlessly that the category of post of 'Helpers' be made a part of the organizational hierarchies of various departments ; and
- 13 Whereas, the case was examined by the Finance Department and a proposal was brought before the Cabinet for consideration/ approval to induct the category of post of 'Helper' in the organizational hierarchies of the respective departments by making necessary amendments in the relevant Recruitment Rules of the respective departments ; and

14. Whereas, the Cabinet vide Decision No. 57/7 dated 20-5-2008 authorised the Finance Department to induct the existing posts of 'Helpers' in their respective organizational hierarchies, giving them suitable work and designation on the recommendations of the Administrative Department. The Cabinet also directed that necessary amendments in the Recruitment Rules of the departments shall be carried out, if so required, by the concerned Administrative Department.
15. Now, therefore, it is hereby ordered that the induction of the existing posts of 'Helpers' in their respective organizational hierarchies and their consequent re-designation with suitable/appropriate work assignment shall be authorized by the Finance Department on a case-by-case basis on the recommendations of the Administrative Departments. As a sequel to this, the concerned Administrative Departments shall make necessary amendments in the relevant recruitment rules, if so required, in consultation with ARI & Trainings Department and Law Department.

By order of the Government of Jammu & Kashmir.

(Sd.) B. B. VYAS,

Commissioner/Secretary to Government,
Finance Department.

No. A/17(2008)-714

Dated : 3-9-2008.

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25. Prpl. Pvt. Secretary to Chief Secretary.
26. Pvt. Secretary to Minister/State Ministers/Dy. Ministers for inf. to the Hon'ble Ministers.
27. All Officers/Sectional Officers of Finance Department.

(Sd.) M. I. KHANDAY,

Director Codes,
Finance Department.

**GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT**

Subject :- Refreshment Charges.

**Reference :-General Administration Department (Cabinet Section)
Memo No. GDC-168/CM/2006 dated 23-06-2008.**

Government Order No. 268-F of 2008

Dated 12-9-2008.

**In Chapter 5.9 of Kashmir Book of Financial Powers Serial No.
50 shall be recast as under :-**

S. No.	Nature of Powers	To whom delegated	Extent
50	To sanction refreshment charges in favour of employees on the following occasions :- (i) During Sessions of Legislature. (ii) Budget formation. (iii) Plan formulation. (iv) Conduct of Elections. (v) During Cabinet Meeting.	Class-I officers and Major Heads of Department.	-Upto Rs. 150/- per day per head for attending office on off days. -Up to Rs. 90/- per day per head for sitting both late hours in the evening and attending early hours in the morning in the office or Rs. 45/- only for either sitting late or attending in the early hours.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT

Reference No. J/176(2k)-767
Dated 12-9-2008

To
The Financial Commissioners,
Districts

Subject: Refreshment Charges

Sl. No.	Name of the Officer	Designation	Remarks
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Note :-

1. The amount shall not exceed Rs. 5000/- for an employee in a financial year.
2. The payment shall be made subject to availability of Budget provisions.
3. Early/late hours duties/off day duty for less than an hour shall not attract payment of any refreshment charges.
4. Refreshment charges shall not be payable in a situation where the Government sanctions honorarium for Election Staff
5. In case of Cabinet Meetings, refreshment will be allowed to staff of Cabinet section and Personal Sections of Chief Secretary (Secretary to Cabinet), Principal Secretary to Hon'ble Chief Minister and Commissioner/ Secretary General Administration Department, for three days, one day prior to Cabinet meeting, the day of Cabinet meeting and one day after the Cabinet meeting."

By order of the Government of Jammu and Kashmir

(Sd.) B. B. VYAS,

Commissioner/Secretary to Government,
Finance Department.

No. A/176(2k)-767

Dated 12-9-2008.

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8. Secretary to Chief Justice, J&K High Court, Srinagar/Jammu.
9. Registrar General, J&K High Court, Srinagar/Jammu.
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26. Pvt. Secretary to Minister/State Ministers/Deputy Ministers for inf. to the Hon'ble Ministers.
27. All officers/Sectional Officers of Finance Department.

(Sd.)

Director Codes,
Finance Department.

**GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT**

Subject :- Amendment in Jammu and Kashmir Book of Financial Powers (third edition-2002).

Reference :-Approval of Hon'ble Chief Minister in Co-ordination Conveyed vide No. GDC/62/CM/2008 dated 21-5-2008.

Government Order No. 278-F of 2008

Dated 23-9-2008.

In Chapter 5.13 of Kashmir Book of Financial Powers, Serial No. 41 shall be recast as under :-

S.No.	Nature of Powers	To whom delegated	Extent
41.	To grant contracts for individual work after calling tenders as provided under rules and to accept tenders for execution of works under the Pradhan Mantri Grameen Sadak Yojna	(i) Duly Constituted Provincial Contract Committee. (ii) Chief Engineer, PMGSY. (iii) Superintending Engineer, PMGSY. (iv) Executive Engineer, PMGSY.	(i) Full Powers. (ii) Up to Rs. 200.00 lacs. (iii) Up to Rs. 40.00 lacs. (iv) Up to Rs. 20.00 lacs.

Note : Provincial Contract Committee will comprise of :-

- i. Chief Engineer, Pradhan Mantri Grameen Sadak Yojna (PMGSY).
- ii. Chief Engineer, PWD(R&B), Jammu/Kashmir for respective provinces.
- iii. Representative of Administrative Department.

- iv. Financial Advisor/Chief Accounts Officer (R&B) as representative of Finance Department or any other Officer authorized by Finance Department.

By order of the Government of Jammu & Kashmir.

(Sd.) B. B. VYAS,

Commissioner/Secretary to Government,
Finance Department.

No. A/68(2001)-B-457 Dated 23-9-2008.

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- 27. All Officers/Sectional Officers of Finance Department.

(Sd.)

Director Codes,
Finance Department.

**GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT**

Subject :-Amendment in Book of Financial Powers (Third Edition-2002).

Reference :-General Administration Department's No. GDC-20/CM/2008 dated 11-3-2008.

Government Order No. 280-F of 2008

Dated 24-9-2008.

In Chapter 5.9 of Book of Financial Powers, the following amendment shall be made at S.No 140 under the caption "Labour Department" :-

S.No.	Nature for Power	To whom delegated	Extent
140	To sanction re-imbusement of expenses incurred under Employees State Insurance Scheme (ESI Corporation of India).	(i) Labour Commissioner. (ii) Adm. Medical Officers (ESI).	(i) Up to Rs. 10,000 in each case. (ii) Up to Rs. 4,000 in each case.

By order of the Government of Jammu and Kashmir.

(Sd.) **B. B. VYAS,**

Commissioner/Secretary to Government,
Finance Department.

No. A/68(2001)-II-256

Dated 24-9-2008.

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7. Advocate General, J&K High Court, Srinagar/Jammu.

**GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT**

Circular

Subject :-Payment of House Rent Allowance.

Attention is invited to Finance Departments O.M.No. A/1(92)-513 dated 25.06.1999 whereunder all doubts regarding payment of HRA have been clarified.

2. It has come to the notice of the Finance Department that in certain cases House Rent Allowance has been drawn by the DDOs in utter violation of the extent rules on the subject. Such irregular draws of HRA by a few DDOs have led to a series of litigations against the Government ; apart from putting Finance Department in an embarrassing position. This is a matter of concern.

3. Accordingly, all Administrative Secretaries/Heads of the Departments and Treasury Officers are requested to ensure that drawal of House Rent Allowance subscribes to the rates as prescribed under rules. All the Administrative Secretaries/HODs are further requested to

ensure that amounts, if any, drawn and disbursed, in violation of rules, are and be recovered forthwith.

(Sd.)

Commissioner/Secretary to Government,
Finance Department.

No. A/1(92)-II-91

Dated 15-10-2008.

**GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT**

Subject :-Admissibility of initial higher starting salary of Junior Engineers with Degree in Engineering in terms of provisions of J&K Civil Services (Revised Pay) Rules, 1987 and subsequent pay revisions of 1992 and 1998.

Government Order No. 298-F of 2008

Dated 20-10-2008.

Whereas, the Jammu and Kashmir, Civil Services (Revised Pay) Rules, 1992 have been issued by the Govt. vide Notification SRO-75 dated 30-3-1992 and amended thereafter from time to time ;

Whereas, the J&K Civil Services (Revised Pay) Rules, 1992 do not have any provision of initial higher starting salary with eight (8) advance increments in favour of Junior Engineer (Degree holders) appointed/placed in the prescribed pay scale of Rs. 1760-3200 of the said rules ;

Whereas, the Power Development Department issued Circular instructions bearing No. PDD-II/AC/4/97 dated 9-6-2004, wherein some Junior Engineers of 1992-93 batch with Degree in Engineering placed in the prescribed pay scale of Rs. 1760-3200 were allowed initial higher starting salary with eight (8) advance increments from the date of their first appointments without the concurrence of Finance Department ;

Whereas, Finance Department constituted a Committee vide Govt. Order No. 354-F of 2006 dated 30-11-2003 to examine the records relating to the issuance of the erroneous Circular No. PDD-II/AC/4/97 dated 9-6-2004 ;

Whereas, the Committee so constituted submitted a detailed report opining therein that the benefit of eight (8) advance increments allowed by the Power Development Department to 98 Junior Engineers (Degree holders) through the said erroneous Circular dated 9-6-2004 is incorrect and needs to be withdrawn immediately to keep the rules position straight in Power Development Department and other Engineering / Civil Departments and the excess pay thus drawn by these Junior Engineers should be recovered and further the excess pay drawn by the Junior Engineers in other Engineering Departments, who also got the undue benefit as a result of repetition of such like erroneous instructions should also be recovered and pay fixed correctly.

Now, therefore, in exercise of the powers conferred vide Rule-17 of Jammu and Kashmir Civil Services (Revised Pay) Rules, 1992, it is, hereby, ordered that the Circular No. PDD-II/AC/4/97 dated 9.6.2004 issued by Power Development Department shall be deemed to have been rescinded *ab initio*, and recovery of excess drawal of pay/allowances by Junior Engineers in Power Development Department and other Engineering/Civil departments, in consequence thereof, shall be effected with immediate effect.

By order of the Government of Jammu and Kashmir.

(Sd.) B. B. VYAS,

Commissioner/Secretary to Government,
Finance Department.

No. A/166(95)-I-861

Dated 20-10-2008.

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