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GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

O. M. No. A/clar(2018)-II-1110

Dated 02-01-2019.

Subject :—Clarification regarding exercise of option under rule 5 of SRO-193 of 2018 dated 24-04-2018.

Clarification has been sought by various quarters regarding admissibility/ exercise of option for switching over to J&K Civil Services (Revised) Pay Rules, 2018 in terms of rule 5 of the rules by such of the Government employees who are granted functional or non-functional (in situ) promotion(s) after the expiry of prescribed period of three months.

The matter has been examined in Finance department and it is clarified that :

“In cases where due promotions whether functional or Non-functional were sanctioned late for reasons not attributable to the concerned employees or for reasons beyond the control of Government employee concerned, the benefit of exercise of fresh option to switch over to Revised Pay Rules, 2018 shall be allowed up to 30 days from the date of sanction of such promotion/date of issuance of this Office Memorandum whichever is later.”

(Sd.) M. R. ANDRABI,

Director General (Codes),
Finance Department.

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Principal, Accountant General,
J&K State Jammu.

No. A/41(2009)-C-840

Dated 02-01-2019

Subject :—Family pension case in respect of Divorced daughters.

The undersigned is directed to refer Dy. Accountant General's Letter No. PNR-II/S-2/2018-19/68527/558 dated 12-07-2018 on the captioned subject. In this regard, it is informed that the issue at hand was taken up with Department of Law, Justice and Parliamentary Affairs, of the Government, who have opined as under :—

“Since no particular proof of divorce of a divorced daughter has been specified under the Family Pension-cum-Gratuity Rules, 1964, for its establishment and it being simply a factual aspect of case for which a reasonable proof is required to be produced, the same could be ascertained/ established from the factual as well as circumstantial/documentary evidence of the each and every case by the competent authority to his best satisfaction for entertaining the claim of a divorced daughter for family pension”.

The office is requested to proceed accordingly to settle the pension cases of Divorced Daughters of deceased pensioners.

Yours faithfully,

(Sd.)

Accounts Officer (Codes),
Finance Department.

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR,
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Accountant General (A&E)
J&K (State)

No. A/33(2015)-811

Dated 03-01-2019

Subject :—Adoption case of Late Mohd. Yousf Ex-Welder/authorization of family pension.

Sir,

The undersigned is directed to invite your attention to your letter No. PNR-4/S-3/18-19/460 dated 29-06-2018 regarding the subject captioned above. In this connection, it is intimated that the matter was taken with law, Justice and PA Department who have opined as under :—

“It is well settled position of law that Act always prevails over the Rule. However, since as per Note 1 Rule 11 of the Jammu and Kashmir Family pension appended to Gratuity Rules, 1964 Minor sons include adopted children and figure in the term “Family” for purposes of these rules and so are designated family members for family pension under rules. Unless rules are amended, the designated family members are to be considered for family pension under rules in vogue”.

Accountant General Office may continue to consider cases of adopted children as hither to fore.

Yours faithfully,

(Sd.)

Accounts Officer (Codes),
Finance Department.

GOVERNMENT OF JAMMU & KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

CIRCULAR

Subject :—Advisory for strict adherence to rules, regulations or orders governing the receipt of money, its custody and payment by the Government servant.

The rules regulating the receipt of money, its custody and payment into the treasury are clearly spelt out in Chapter II of Jammu and Kashmir Financial Code Vol-I, rule 2.2(a) whereof reads as under :—

“2.2(a) All sums of money which any State Officer receives in his official capacity must immediately be paid in full into nearest treasury, without any deduction whatever and the amount must immediately be credited by the Treasury Officer to the appropriate head of account. The appropriation of departmental receipts for departmental expenditure is strictly prohibited.”

2. Again, Sub rule (c) of rule 2.2 stipulates as under :—

“No Government servant may, unless authorized by general or special orders of Government, receive in his official capacity, money which is not creditable either to the Consolidated Fund or the Public Account. Where he is authorized to receive such moneys the following rules should be observed :—

- (i) He must open an account with the Jammu and Kashmir Bank Ltd. for their deposit and such accounts may be opened with special sanction with a Bank entrusted with Treasury business in the State or its branch or with a Post Office Saving Bank. However the prior approval of the Finance Department is required to their deposit elsewhere.
- (ii) The Government Officer receiving such money is personally responsible for seeing that they are disbursed in strict conformity with the rules, regulations or orders governing the fund to which the money relate.
- (iii) A precise record of all the transactions should be kept in a form complying with the regulations of the fund concerned.
- (iv) The accounts are subjected to proper audit checks.”

3. Further, Finance Department has strictly barred opening of new Bank Accounts by the Departmental Officers/DDO's with any Bank without prior concurrence of Finance Department vide Government Order No. 269-F of 2016 dated 9-12-2016.

4. Despite clear cut provisions of rules read with Orders/Circular Instructions issued from time to time, failure of certain Departments to ensure strict compliance of the rules and growing tendency to the transfer of Government money to private/personal accounts of officers/officials has been reported in violation of rules and regulations governing the subject. The said lapse has been viewed seriously and necessity of reiterating strict adherence to codal provisions by the Departments has been felt.

5. Accordingly, it is enjoined upon all the Administrative Secretaries to issue necessary instructions to all subordinate offices under their administrative control to ensure strict adherence to the codal provisions relating to the receipt, custody and payments of Government money.

(Sd.) NAVIN K. CHOUDHARY, IAS,

Principal Secretary to Government
Finance Department.

No. A/35 (2017)-1123

Dated 03-01-2019.

Copy to the :-

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

O.M. No. A/31(97)-488

Dated 07-01-2019

Subject :—In-situ promotion(s) subsequent to foregoing functional promotion-
Clarification thereof.

The Jammu and Kashmir Higher Standard Pay Scale Scheme (HSPSS) Rules, 1996 provide that in case an employee after availing in-situ promotion on a particular post, foregoes functional promotion granted subsequently, the employee shall be reverted to his/her original lower pay scale he/she was holding prior to such in-situ promotion under these rules. For this purpose, an undertaking is required to be furnished by the beneficiary employee.

2. Finance Department has received a case from Home Department regarding entitlement to in-situ promotion(s) in a situation where an employee after having availed benefit(s) of in-situ promotion(s) did not accept functional promotion subsequently for any reason, but accepted such promotion at some later point of time.

3. The issue has been examined in the Finance Department and it is clarified that :

“If an employee after having availed benefit(s) of in-situ promotion(s) did not accept functional promotion sanctioned subsequently for any reason, but accepts such functional promotion at some later point of time, the subsequent acceptance of the functional promotion shall be construed as acceptance of the Scheme and he/she shall be entitled to restoration of previously availed benefit(s) of in-situ promotion(s) from the due date(s), however, notionally without payment of arrears. Future in-situ promotion(s), if any due, will be granted after completion of 09 years of satisfactory service from the date of acceptance of the functional promotion. Other terms and conditions with regard to future in-situ promotion(s), shall remain same as laid down in the said Scheme as amended from time to time”.

(Sd.) M. R. ANDRABI,

Director General (Codes),
Finance Department.

GOVERNMENT OF JAMMU & KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Notification

Jammu, The 10th January, 2019.

SRO-22 :—In exercise of the powers conferred by proviso to section 118 of the Constitution of Jammu and Kashmir, the Governor is pleased to direct that the following amendments be made in the Jammu and Kashmir Financial Code Vol-I namely :—

Exception 5-A under Rule 14.4 below note 1 shall be substituted by the following:

“The Ladakh Autonomous Hill Development Council (Leh and Kargil) shall be competent to make advance drawal up to ₹50.00 lakhs with the concurrence of Chief Controller of Finance concerned without making a reference to Finance Department.”

By order of the Government of Jammu and Kashmir.

(Sd.) NAVIN K. CHOUDHARY, IAS,

Principal Secretary to Government
Finance Department.

No. A/29 (2008)–1395

Dated 10-01-2019.

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT,

O.M. No. A/PS/DGC/Gen/2018-1268
Dated 16 -01-2019

Subject :—Date of next increment-Rule 10 of J&K Civil Service (Revised)
Pay Rules, 2018-Clarification thereof.

Consequent upon implementation of 7th Pay Committee recommendations to State Govt. employees vide SRO-193 of 2018 dated, 24-04-2018; various doubts have been expressed by certain quarters as to what shall be the date of next increment in respect of an employee appointed or promoted or granted financial upgradation (In-situ promotion) on 1st January or 1st July.

The issue has been examined in Finance Department in light of clarification issued by Department of Expenditure, Ministry of Finance, Govt. of India vide Office Memorandum F. No. 4-21/2017-IC/E-III(A) dated 31st July, 2018. Accordingly, it is clarified as under :

In case an employee is granted promotion whether functional or non-functional (viz in-situ/time bound promotion) on 1st January or 1st July, where the pay is fixed in the level applicable to the post on which promotion is made in accordance with the Rule 12 of the J&K Civil Service (Revised) Pay Rules, 2018, the first increment in the level applicable to the post on which promotion is made shall accrue on the following 1st July or 1st January, as the case may be, subject to the condition that the completion of six months' qualifying service is strictly fulfilled. The next increment shall, however, accrue only after completion of one year of incremental service.

(Sd.) M. R. ANDRABI,

Director General (Codes),
Finance Department.

Copy to the :-

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Grant of Hardship Allowance on Revised Pay Scales in favour of Police Personnel.

Reference :—State Administrative Council Decision No. 15/2/2019 dated 14-01-2019.

Government Order No. 22-F of 2019
Dated 16-01-2019

Sanction is hereby accorded to the following.—

- (1) Grant of Hardship Allowance @ 8% of Basic Pay in the Revised Pay Levels in favour of Gazetted and Non-Gazetted Police personnel except those as indicated under para (2) w. e. f. 01-01-2019 in lieu of Hardship Allowance paid @10% of pre-revised basic pay as per Government Order No. Home-1162(P) of 2010 dated 16-09-2010.
- (2) Grant of Hardship Allowance @10% of Basic Pay in the Revised Pay Levels w. e. f. 01-01-2019 in respect of classified category of Police Personnel including Special Police Component and Bomb Disposal Squad (Existing number of posts 1971 as on 16-01-2019), the details of which shall be notified by the Finance Department separately in consultation with Home Department.

By order of Government of Jammu and Kashmir,

(Sd.) NAVIN K. CHOUDHARY, IAS,

Principal Secretary to Government,
Finance Department.

No. A/92 (2010)–32

Dated 16-01-2019.

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Payment of arrears of Interim Relief to the Members of Jammu and Kashmir Subordinate Judicial Services/Pensioners/Family Pensioners.

Government Order No. 48-F of 2019
Dated 22-01-2019.

In partial modification of Government Order No. 233-F of 2018 dated 25-04-2018, it is hereby ordered that the payment of balance arrears after adjustment of arrears already paid on account of Interim Relief for the period 01-01-2016 to 31-03-2018 in favour of the Judicial Officers of the State (serving/pensioners/family pensioners) sanctioned vide G. O. No. 233-F of 2018 dated 25-04-2018 shall now be paid in one go.

By order of the Government of Jammu and Kashmir,

(Sd.) NAVIN K. CHOUDHARY, IAS,

Principal Secretary to Government,
Finance Department.

No. A/71 (2009)—III-A-1333

Dated 22-01-2019.

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT, FINANCE DEPARTMENT

Notification

Jammu, the 18th January, 2019.

SRO-64.—In exercise of powers conferred by proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor is pleased to direct that in the Government Colleges of Engineering and Technology, Jammu (Adoption of AICTE Revised Pay Levels) Rules, 2018; for the word “Jammu” wherever appearing ; the words “Jammu and Kashmir” shall be substituted.

By order of Governor.

(Sd.) NAVIN K. CHOUDHARY, IAS,

Principal Secretary to Government,
Finance Department.

No. A/Clar (2018)-V-888

Dated 22-01-2019.

Copy to the :-

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR,
CIVIL SECRETARIAT FINANCE DEPARTMENT,

Accountant General,
(A&E) J&K,
Jammu.

No. A/45(2015)-839

Dated 25-01-2019

Subject :—Grant of Family pension in favour of Sh. Shiv Bushan S/o Lok
Nath, Ex-Field Asstt., PPO No. 29753-C

Sir,

The undersigned is directed to invite your attention to your letter No. PNRJ-2/C-4/29752/C54807/653-58 dated 29-12-2016 regarding the subject captioned above. In this connection, it is informed that the disability certified by Medical Board as permanent should be taken as ample evidence of disability to settle such cases.

Yours faithfully,

Accounts Officer (Codes),
Finance Department.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT
(Codes Section)

Subject :—Date of Birth of illiterate Daily Rated Workers and other classes of Casual Workers.

Circular No. 01-F of 2019

Dated 22-01-2019.

It has been brought to the notice of Finance Department that date of birth of illiterate Casual Workers/Daily Rated Workers is not determined and recorded correctly and instead, incorrect date of birth has been recorded in the relevant service records of certain employees based on certificates issued by authorities not competent to issue such certificates.

2. In this context, attention is invited to the provisions of Article 35-AA of the Jammu and Kashmir Civil Services Regulations, Volume-I, for determination of date of birth of illiterate persons, reading as under :—

“(iv) In case of illiterate persons,—

1. Extracts from Birth Register duly signed by the concerned Executive Officer of the Municipality, Chairman concerned Notified Area Committee/Town Area Committee, as the case may be ;
2. In case of those persons not falling within the Municipal/Notified Area Committee limits, the certificate should be signed by the concerned Tehsildar where the employee resides who will issue the certificate in the prescribed format ; or
3. A certificate in the prescribed format issued by a Medical Board of the respective district, where the employee is posted. The Medical Board shall comprise of :—
 - (i) Chief Medical Officer of the respective district ;
 - (ii) Radiologist ;

(iii) Dental Surgeon”.

3. In view of the clear-cut codal provisions, the Certificates issued by the non-designated authorities cannot be entertained for record of date of birth. Any instance, in violation of the laid down procedure needs to be dealt with for appropriate action against officers responsible for recording incorrect date of birth as well as the worker to whom it relates.

4. Accordingly, all the Administrative Secretaries are requested to impress upon the field officers of the Departments to adopt proper procedure for recording of date of birth of such workers. Any complaint received in this behalf should be thoroughly examined to ensure that no person manages to overstay in the Government service on the basis of incorrect date of birth recorded in service book and also ensure that the date of birth is recorded on the basis of prescribed documents/certificates.

(Sd.) NAVIN K. CHOUDHARY, IAS,

Principal Secretary to Government,
Finance Department.

No. : A/Spl.Cell(CSLW)-I-2018

Dated 22-01-2019

Copy to the :-

1. Standard Endorsements.

GOVERNMENT OF JAMMU & KASHMIR,
CIVIL SECRETARIAT FINANCE DEPARTMENT

CIRCULAR

Subject :—Pay regulation and grant of advance increments to Junior Engineers.

It has been brought to the notice of Finance Department that the Pay and Advance Increments of Junior Engineers are not regulated correctly in various departments. The Junior Engineers even after issuance of Government Order No. 296-F of 2010 dated 21-12-2010 are irregularly placed in higher Pay Band-2 of 9300-34800 + Grade Pay of 4260 (Pre-Revised) after completion of eight years of service. Again, the Diploma Holder Junior Engineers who acquire Degree in Engineering while in service are also irregularly granted the benefit of six (6) Advance Increments.

Consequent to issuance of Government Order No. 296-F of 2010 dated 21-12-2010, Finance Department, vide U. O. No. A/24(98)-I-223 dated 11-10-2018, has amply clarified that there is uniform/single tier pay structure for Junior Engineers in Pay Band-2 of 9300-34800 + Grade Pay of 4200 (Pre-Revised) and placement in next higher pay scale after completion of eight years of service is not admissible since the date of issue of *ibid* Govt. Order.

Further, Finance Department, vide U.O. No. A/41(94)New-Part-I dated 26-08-2011, has also clarified that the advance increments to Degree holders on their appointment as Junior Engineers are available on initial appointment only and not at the time of acquiring Degree after entry into Government service as Diploma holder. Finance Department vide *ibid* U. O. asked the PHE (I&FC) Department to withdraw the clarification issued vide No. PW/Hyd/Acctts/MR/2010-11 dated 01-02-2011 forthwith and issue clear cut instructions to the concerned DDOs to recover the irregular drawls of increments within the shortest time and share the Action Taken Report on this account with the Finance Department.

However, consequent to the creation of new Grade Pays of 4200, 4210, 4220, 4240, 4260 and 4280 by improvisation of existing unified Grade Pay of 4200 vide SRO-42 of 2011 dated 02-02-2011, the demand for release of Grade Pay of 4260 in favor of Junior Engineers is under consideration in Finance Department. Pending appropriate orders/clarifications to this effect, it has been felt appropriate to reiterate the *ibid* clarifications/instructions for guidance

of all the concerned Departments to ensure correct regulation of Pay and Advance Increments of Junior Engineers in accordance with the rules in vogue.

Accordingly, all the Departments are advised to strictly adhere to the orders/instructions issued by Finance Department from time to time regarding regulation of Pay and Advance increments in respect of Junior Engineers and violation of orders/rules, if any observed, be set right forthwith under intimation to Finance Department.

(Sd.) NAVIN K. CHOUDHARY, IAS,

Principal Secretary to Government,
Finance Department.

No. : A/HCM(2012)-PMO-49

Dated 01-02-2019

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1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR,
CIVIL SECRETARIAT FINANCE DEPARTMENT

Addendum to Government Order No. 222-F of 2018.

In the Government Order No. 222-F of 2018 dated 24-04-2018, the following shall be added as sub para to para 4

“Concordance tables (enclosed) in respect of faculty members of Government Degree Colleges in the Academic Levels 10, 11, 12, 13A and 14 corresponding to the pay in the pay scale/pay band and grade pay indicating existing basic pension/family pension and the revised consolidated pension/family pension shall form Annexure-II”.

(Sd.) NAVIN K. CHOUDHARY, IAS,

Principal Secretary to Government,
Finance Department.

No. : A/37(2014)-1031

Dated 05-02-2019

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1. Standard Endorsements.

TABLE-01							
CONCORDANCE TABLE FOR PENSIONERS							
Scale of Pay/Pay in the Pay Band and Grade Pay at the time of Retirement.							
Period of Retirement				Scale of Pay			
Upto 31-12-1995				2200-75-2800-EB-100-4000			
From 01-01-1996 to 31-12-2005				8000-275-13500			
From 01-01-2006 to 31-12-2015				15600-39100+GP 6000			
Corresponding level w. e. f. 1-1-2016				Academic Level-10			
Basic Pay up to 31-12-1995	Basic Pay From 01-01-1996 to 31-12-2005	Basic Pay From 1-1-2006 to 31-12-2015	Pay, range for pensioners retired during 1-1-2006 to 31-12-2015		Notional Pay as on 1-1-2016	Revised Pension/Enhanced Family pension (if applicable) w.e.f. 01-01-2016	Revised Family pension w. e. f. 1-1-2016
			Min.	Max.			
1	2	3	4	5	6	7	8
2500	8000	21600		22450	57700	28850	17310
2575	8000	21600		22450	57700	28850	17310
2650	8000	21600		22450	57700	28850	17310
2725	8275	21600		22450	57700	28850	17310
2800	8550	21910		22450	57700	28850	17310
2900	8825	22420		22450	57700	28850	17310
3000	9100	22930	22460	23110	59400	29700	17820
3100	9375	23440	23120	23810	61200	30600	18360
3200	9650	23950	23820	24510	63000	31500	18900
	9925	24470	23820	24510	63000	31500	18900
3300	10200	24980	24520	25250	64900	32450	19470
3400	10475	25490	25260	25990	66800	33400	20040
3500	10750	26000	26000	26770	68800	34400	20640
3600	10750	26000	26780	26770	68800	34400	20640
3700	11025	26510	26000	26770	68800	34400	20640

1	2	3	4	5	6	7	8
3800	11025	26510	26000	26770	68800	34400	20640
3900	11300	27020	26780	27580	70900	35450	21270
4000	11300	27020	26780	27580	70900	35450	21270
	11575	27530	26780	27580	70900	35450	21270
	11850	28050	27590	28400	73000	36500	21900
	12125	28560	28410	29260	75200	37600	22560
	12400	29070	28410	29260	75200	37600	22560
	12675	29580	29270	30150	77500	38750	23250
	12950	30090	29270	30150	77500	38750	23250
	13225	30600	30160	31050	79800	39900	23940
	13500	31110	31060	31980	82200	41100	24660
			31990	32950	84700	42350	25410
			32960	33920	87200	43600	26160
			33930	34940	89800	44900	26940
			34950	35990	92500	46250	27750
			36000	37080	95300	47650	28590
			37090	38210	98200	49100	29460
			38220	39330	101100	50550	30330
			39340	40500	104100	52050	31230
			40510	41710	107200	53600	32160
			41720	42950	110400	55200	33120
			42960	44240	113700	56850	34110
			44250	45560	117100	58550	35130
			45570	46920	120600	60300	36180
			46930	48320	124200	62100	37260
			48330	49760	127900	63950	38370
			49770	51240	131700	65850	39510

1	2	3	4	5	6	7	8
			51250	52800	135700	67850	40710
			52810	54390	139800	69900	41940
			54400	56030	144000	72000	43200
			56040	57700	148300	74150	44490
			57710	59410	152700	76350	45810
			59420	61200	157300	78650	47190
			61210	63030	162000	81000	48600
			63040	64940	166900	83450	50070
			64950	66880	171900	85950	51570
			66890	68910	177100	88550	53130
			68920	70970	182400	91200	54720

TABLE-02							
CONCORDANCE TABLE FOR PENSIONERS							
Scale of Pay/Pay in the Pay Band and Grade Pay at the time of Retirement.							
Period of Retirement				Scale of Pay			
Upto 31-12-1995				3000-100-3500-EB-125-5000			
From 01-01-1996 to 31-12-2005				10000-325-15200			
From 01-01-2006 to 31-12-2015				15600-39100+GP 7000			
Corresponding level w. e. f. 1-1-2016				Academic Level-11			
Basic Pay up to 31-12-1995	Basic Pay From 01-01-1996 to 31-12-2005	Basic Pay From 1-1-2006 to 31-12-2015	Pay, range for pensioners retired during 1-1-2006 to 31-12-2015		Notional Pay as on 1-1-2016	Revised Pension/ Enhanced Family pension (if applicable) w.e.f. 01-01-2016	Revised Family pension w. e. f. 1-1-2016
			Min.	Max.			
1	2	3	4	5	6	7	8
3000	10000	25600		26800	68900	34450	20670
3100	10000	25600		26800	68900	34450	20670
3200	10000	25600		26800	68900	34450	20670
3300	10325	26210		26800	68900	34450	20670
3400	10325	26210		26800	68900	34450	20670
3500	10650	26810	26810	27620	71000	35500	21300
3625	10975	27420	26810	27620	71000	35500	21300
3750	10975	27420	26810	27620	71000	35500	21300
3875	11300	28020	27630	28440	73100	36550	21930
4000	11300	28020	27630	28440	73100	36550	21930
4125	11625	28630	28450	29290	75300	37650	22590
4250	11950	29230	29300	29290	75300	37650	22590
4375	11950	29230	29300	29290	75300	37650	22590
4500	12275	29840	29300	30190	77600	38800	23280
4625	12275	29840	29300	30190	77600	38800	23280
4750	12600	30440	30200	31080	79900	39950	23970
4875	12925	31050	30200	31080	79900	39950	23970
5000	13250	31650	31090	32020	82300	41150	24690

1	2	3	4	5	6	7	8
			32030	32990	84800	42400	25440
			33000	33960	87300	43650	26190
			33970	34980	89900	44950	26970
			34990	36030	92600	46300	27780
			36040	37120	95400	47700	28620
			37130	38240	98300	49150	29490
			38250	39370	101200	50600	30360
			39380	40544	104200	52100	31260
			40554	41750	107300	53650	32190
			41760	42990	110500	55250	33150
			43000	44280	113800	56900	34140
			44290	45600	117200	58600	35160
			45610	46960	120700	60350	36210
			46970	48360	124300	62150	37290
			48370	49800	128000	64000	38400
			49810	51280	131800	65900	39540
			51290	52840	135800	67900	40740
			52850	54430	139900	69950	41970
			54440	56070	144100	72050	43230
			56080	57740	148400	74200	44520
			57750	59490	152900	76450	45870
			59500	61280	157500	78750	47250
			61290	63110	162200	81100	48660
			63120	65010	167100	83550	50130
			65020	66960	172100	86050	51630
			66970	68980	177300	88650	53190
			68990	71050	182600	91300	54780
			71060	73190	188100	94050	56430
			73200	75360	193700	96850	58110
			75370	77620	199500	99750	59850
			77630	79960	205500	102750	61650

TABLE-03							
CONCORDANCE TABLE FOR PENSIONERS							
Scale of Pay/Pay in the Pay Band and Grade Pay at the time of Retirement.							
Period of Retirement				Scale of Pay			
Upto 31-12-1995				3700-125-4950-150-5700			
From 01-01-1996 to 31-12-2005				12000-420-18300			
From 01-01-2006 to 31-12-2015				15600-39100+GP 8000			
Corresponding level w. e. f. 1-1-2016				Academic Level-12			
Basic Pay up to 31-12-1995	Basic Pay From 01-01-1996 to 31-12-2005	Basic Pay From 1-1-2006 to 31-12-2015	Pay, range for pensioners retired during 1-1-2006 to 31-12-2015		Notional Pay as on 1-1-2016	Revised Pension/Enhanced Family pension (if applicable) w.e.f. 01-01-2016	Revised Family pension w. e. f. 1-1-2016
			Min.	Max.			
1	2	3	4	5	6	7	8
	12000	30320		31050	79800	39900	23940
	12420	31110	31060	31980	82200	41100	24660
	12840	31890	31060	31980	82200	41100	24660
	13260	32670	31990	32950	84700	42350	25410
	13680	33450	32960	33920	87200	43600	26160
	14100	34230	33930	34940	89800	44900	26940
	14520	35010	34950	35990	92500	46250	27750
	14940	35790	34950	35990	92500	46250	27750
	15360	36570	36000	37080	95300	47650	28590
	15780	37360	37090	38210	98200	49100	29460
	16200	38140	37090	38210	98200	49100	29460
	16620	38920	38220	39330	101100	50550	30330
	17040	39700	39340	40500	104100	52050	31230
	17460	40480	39340	40500	104100	52050	31230
	17880	41260	40510	41710	107200	53600	32160

1	2	3	4	5	6	7	8
	18300	42040	41720	42950	110400	55200	33120
			42960	44240	113700	56850	34110
			44250	45560	117100	58550	35130
			45570	46920	120600	60300	36180
			46930	48320	124200	62100	37260
			48330	49760	127900	63950	38370
			49770	51240	131700	65850	39510
			51250	52800	135700	67850	40710
			52810	54390	139800	69900	41940
			54400	56030	144000	72000	43200
			56040	57700	148300	74150	44490
			57710	59410	152700	76350	45810
			59420	61200	157300	78650	47190
			61210	63030	162000	81000	48600
			63040	64940	166900	83450	50070
			64950	66880	171900	85950	51570
			66890	68910	177100	88550	53130
			68920	70970	182400	91200	54720
			70980	73110	187900	93950	56370
			73120	75290	193500	96750	58050
			75300	77540	199300	99650	59790
			77550	79880	205300	102650	61590
			79890	82290	211500	105750	63450

TABLE-04							
CONCORDANCE TABLE FOR PENSIONERS							
Scale of Pay/Pay in the Pay Band and Grade Pay at the time of Retirement.							
Period of Retirement				Scale of Pay			
Upto 31-12-1995				3700-125-4950-150-5700			
From 01-01-1996 to 31-12-2005				12000-420-18300			
From 01-01-2006 to 31-12-2015				37400-67000+GP 9000			
Corresponding level w. e. f. 1-1-2016				Academic Level 13A(13110-216600)			
Basic Pay up to 31-12-1995	Basic Pay From 01-01-1996 to 31-12-2005	Basic Pay From 1-1-2006 to 31-12-2015	Pay, range for pensioners retired during 1-1-2006 to 31-12-2015		Notional Pay as on 1-1-2016	Revised Pension/Enhanced Family pension (if applicable) w.e.f. 01-01-2016	Revised Family pension w. e. f. 1-1-2016
			Min.	Max.			
1	2	3	4	5	6	7	8
	13260	46400	-	51120	131400	65700	39420
	13680	46400	-	51120	131400	65700	39420
	14100	46400	-	51120	131400	65700	39420
	14520	46400	-	51120	131400	65700	39420
	14940	47530	-	51120	131400	65700	39420
	15360	47530	-	51120	131400	65700	39420
	15780	48690	-	51120	131400	65700	39420
	16200	48690	-	51120	131400	65700	39420
	16620	49890	-	51120	131400	65700	39420
	17040	49890	-	51120	131400	65700	39420
	17460	51120	-	51120	131400	65700)	39420
	17880	51120	-	51120	131400	65700	39420
	18300	52390	-	51120	131400	65700	39420
	18720	52390	51130	52640	135300	67650	40590
	19140	53700	51130	52640	135300	67650	40590

1	2	3	4	5	6	7	8
	19560	53700	52650	54240	139400	69700	41820
			54250	55870	143600	71800	43080
			55880	57540	147900	73950	44370
			57550	59260	152300	76150	45690
			59270	61050	156900	78450	47070
			61060	62870	161600	80800	48480
			62880	64740	166400	83200	49920
			64750	66690	171400	85700	51420
			66700	68670	176500	88250	52950
			68680	70730	181800	90900	54540
			70740	72870	187300	93650	56190
			72880	75050	192900	96450	57870
			75060	77310	198700	99350	59610
			77320	79640	204700	102350	61410
			79650	82020	210800	105400	63240
			82030	84470	217100	108550	65130

TABLE-05							
CONCORDANCE TABLE FOR PENSIONERS							
Scale of Pay/Pay in the Pay Band and Grade Pay at the time of Retirement.							
Period of Retirement				Scale of Pay			
				5900-200-6700			
Upto 31-12-1995				5900-200-7500			
From 01-01-1996 to 31-12-2005				18400-500-22400			
From 01-01-2006 to 31-12-2015				37400-67000 GP 10000			
Corresponding level w. e. f. 1-1-2016				Academic Level-14(144200-218200)			
Basic Pay up to 31-12-1995	Basic Pay From 01-01-1996 to 31-12-2005	Basic Pay From 1-1-2006 to 31-12-2015	Pay, range for pensioners retired during 1-1-2006 to 31-12-2015		Notional Pay as on 1-1-2016	Revised Pension/ Enhanced Family pension (if applicable) w.e.f. 01-01-2016	Revised Family pension w. e. f. 1-1-2016
			Min.	Max.			
1	2	3	4	5	6	7	8
5900	18400	54700		56100	144200	72100	43260
6100	18400	54700		56100	144200	72100	43260
6300	18400	54700		56100	144200	72100	43260
6500	18900	56050	56110	57780	148500	74250	44550
6700	18900	56050	56110	57780	148500	74250	44550
6900	18900	56050	56110	57780	148500	74250	44550
7100	19400	56050	56110	57780	148500	74250	44550
7300	19400	56050	56110	57780	148500	74250	44550
7500	19400	56050	56110	57780	148500	74250	44550
	19900	57440	56110	57780	148500	74250	44550
	20400	57440	56110	57780	148500	74250	44550

1	2	3	4	5	6	7	8
	20900	58870	57790	59530	153000	76500	45900
	21400	58870	57790	59530	153000	76500	45900
	21900	60340	59540	61320	157600	78800	47280
	22400	61850	61330	63150	162300	81150	48690
	22900	63410	63160	65050	167200	83600	50160
	23400	65020	63160	65050	167200	83600	50160
	23900	66680	65060	67000	172200	86100	51660
			67010	69020	177400	88700	53220
			69030	71080	182700	91350	54810
			71090	73220	188200	94100	56460
			73230	75400	193800	96900	58140
			75410	77000	199600	99800	59880

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT.

Subject :—Revision of Rate of Interest on General Provident Fund and other similar funds.

Government Order No. 117-F of 2019

Dated: 13 -02-2019.

Pursuant to the notification No. 5(1)-B (PD)/2018 dated 03-01-2019 issued by the Department of Economic Affairs, Ministry of Finance, Government of India, it is hereby ordered that the accumulations at the credit of subscribers to General Provident Fund and other similar funds shall carry interest at rate of 8% (Eight per cent) for 4th quarter of the financial year 2018-19 i. e. 1st January, 2019 to 31st March, 2019.

By order of the Government of Jammu and Kashmir.

(Sd.) NAVIN K.CHOUDHARY, IAS,

Principal Secretary to Government,
Finance Department.

No. : A/38(2017)-121

Dated 13-02-2019

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT
CIRCULAR

Subject :—Procurement/Purchase of Stationery items.

Attention of all Administrative Departments is invited to Rule 7.58 (III) of J&K Financial Code Volume-I which necessitates that :

“A Competent Authority may permit local purchase of such articles of stationery as are not either available in the depot or are not usually stocked by it. In the former case, a certificate from the stationery depot will be necessary before local purchase is made.”

2. Further in terms of Rule 7.51 of Chapter VII, Contingencies, of J&K Financial Code Vol-I ;

“No Government printing work should be entrusted to private presses unless the Government Presses express their inability to undertake the work concerned.”

It has come into the notice of the Finance Department that despite clear cut rule position, various Government departments are not adhering to the instructions laid down in rules. The Government departments/offices are instead purchasing office supplies from local market and are printing office letter pads/visiting cards etc., from private presses at exorbitant rates in gross violation of the rules.

In case of non-availability of stationery items with the stationery depot, the departments/offices may go for purchase of such items/office supplies from Cooperative Fair Price shops/Government e-market place. However, printing of office letter pads/visiting cards etc., shall be got done exclusively from the Government presses.

Accordingly, all the Administrative secretaries are requested to direct their subordinate offices to follow the provisions of extant rules regarding procurement of stationery items and printing works in letter and spirit.

(Sd.) NAVIN K.CHOUHDARY, IAS,
Principal Secretary to Government,
Finance Department.

No. : A/13(2007)-159

Dated 21-02-2019

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT
CIRCULAR

Subject :—Grant of permission to visit outside the Country on Private Affairs.

Finance Department vide U. O. No. A/9(77)-851 dated 14-06-2012 has earlier conveyed/clarified to the General Administration Department as under :

“That the station permission for proceeding outside country on private affairs, may be granted by the Administrative Department in the same manner as leave outside the country is taken with station permission granted by the concerned Administrative Department on private affairs e.g. while performing Hajj or Kailash Yatra or even for foreign tour.”

2. However, need has been felt to circulate the advisory for general information/guidance of all the Departments. Accordingly, it is advised that the applications for grant of Station leave Permission to visit outside the Country on Private Affairs shall be decided by the concerned Administrative Departments as under :

When a State Government employee intends to visit a foreign country on private affairs during the period of leave, prior permission of the competent authority to leave the Station is required. While deciding such applications, the concerned authority shall keep various factors in view. Permission may be denied in the interest of security. Individuals facing investigation/ inquiry on serious charges, who may try to evade apprehension by police authorities, or facing the inquiry, may also not be permitted to leave the country. However, the requests of employees shall be dealt with expeditiously and permission shall not be denied/delayed in genuine and justified cases.

3. The departments shall bring these instructions to the notice of their subordinate offices as well.

(Sd.) NAVIN K.CHOU DHARY, IAS,
Principal Secretary to Government,
Finance Department.

No. : A/46(2017)-I-862

Dated 21-02-2019

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :— Amendment in the Jammu and Kashmir Book of Financial Powers
(Third Edition, 2002).

Reference :—O M. No. GD-19/CM/2019 dated 15-2-2019.

Government Order No. 183-F of 2019

Dated 01-03-2019.

Sanction is hereby accorded to the following amendments in the Jammu and Kashmir Book of Financial Powers :—

“In Book of Financial Powers in Chapter 2, captioned Classification of Officers (Class-I Officers) A-Major Heads of Department, following amendment shall be made :—

‘Commissioner Food Safety, J&K, shall be classified as Class-I Officer’ under A-Major Heads of Department and shall be inserted below S. No. 129 as S. No. 130.”

By Order of the Government of Jammu and Kashmir.

(Sd.) A. K. MEHTA, IAS,

Principal Secretary to Government,
Finance Department.

No. : A/BOFP(2016)-1414

Dated 01-03-2019

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT
Srinagar/Jammu

Addendum to O.M. No. : A/31(97)-488 dated 07-01-2019

In the O.M. No. A/31(97)-488 dated 07-01-2019, the following Note shall be added at the end of para 3 :—

Note.—If a Government servant does not accept promotion to a higher post offered to him, he may make a written request to the appointing authority to that effect, who shall consider the request taking into consideration the relevant aspects, and where the reasons for such non-acceptance/refusal of promotion are found satisfactory enabling the promotion of next (Junior) employee in the select list, the application shall be admitted. Under such circumstances, the employee shall not be considered again for such promotion for a period of six months or till recommendations of next DPC, whichever is later, from the date of such non-acceptance/refusal, besides such Government servant shall also lose seniority by such period vis-a-vis his erstwhile juniors promoted to the higher grade, whether by selection or otherwise, from the date of his refusal of promotion.

This shall be deemed existing ab-initio.

(Sd.) S. L. PANDITA,

Director (Codes).

No. : A/31(97)-46

Dated 07-03-2019

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Payment of Dearness Allowance to State Government employees revised rate effective from 01-01-2019.

Reference :—State Administrative Council decision No. 66/7/2019 dated 28-02-2019.

Government Order No.184-F of 2019

Dated 07-03-2019.

In continuation to Government Order No. 389-F of 2018 dated 13-09-2018, it is hereby ordered that the State Government employees working in regular Pay Levels under 7th Pay Commission recommendations, shall be paid Dearness Allowance as under :—

Existing Rate of D.A	Revised Rate of D.A. per month	W.e.f.
9% of Basic Pay	12% of Basic Pay	01.01.2019

- (i) The term 'basic pay' in the revised pay structure means the pay drawn in the prescribed Level in the Pay Matrix as per 7th Pay Commission recommendations, but does not include any other type of pay like Special Pay etc.
- (ii) The arrears on account of the additional installment @3% w.e.f. 1st January, 2019, shall be paid to State Government employees in cash in the month of April, 2019 and shall form part of the monthly salary from April, 2019 onwards.
- (iii) In respect of employees on NPS, Employer's share of 10% of DA arrears too shall be drawn with equivalent amount as employees share and shall be deducted at source for crediting of same to the respective PRAN numbers.
- (iv) Consequent upon implementation of 7th CPC recommendations in favour of All India Service Officers, serving in

connection with the affairs of the State, the rates of Dearness Allowance as applicable to Central Government employees shall be applicable to such Officers.

- (v) The payment of Dearness Allowance involving a fraction of 50 paise and above shall be rounded to the next higher rupee and the fraction of less than 50 paise shall be ignored.

By order of the Government of Jammu and Kashmir.

(Sd.) A. K. MEHTA, IAS,
Principal Secretary to Government,
Finance Department.

No. A/24 (2k)-IV-204

Dated 07-03-2019.

Copy to the :-

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Payment of Dearness Allowance to State Government Pensioners/
Family Pensioners-revised rate effective from 01-01-2019.

Reference :—State Administrative Council Decision No. 66/7/2019 dated
28-02-2019.

Government Order No.185-F of 2019

Dated 07-03-2019.

In continuation to Government Order No. 390-F of 2018 dated 13-09-2018, it is hereby ordered that the State Government Pensioners/
Family Pensioners shall be allowed Dearness Allowance on Pension/Family
Pension as under :—

Existing Rate of D.A	Revised Rate of D.A per month	Date from which applicable
9% of Basic Pay	12% of Basic Pay	01.01.2019

- (i) The arrears on account of enhanced instalment @ 3% D.A. w.e.f. January, 2019, shall be paid in cash to the State Government Pensioners and family pensioners in the month of April, 2019, and shall form part of pension/family pension there onwards.
- (ii) The payment of Dearness Allowance involving a fraction of 50 paise and above shall be rounded to the next higher rupee and the fraction of less than 50 paise shall be ignored ; and
- (iii) Other provisions governing the grant of Dearness Allowance on pension/family pension such as the regulation of Dearness Allowance during employment/re-employment, where more than one pension is drawn etc. and other provisions of the existing

rules/orders (as are not in conflict with the provisions of this order), shall continue to remain in force.

By order of the Government of Jammu and Kashmir.

(Sd.) A. K. MEHTA, IAS,
Principal Secretary to Government,
Finance Department.

No. A/24 (2k)-IV-204

Dated 07-03-2019.

Copy to the :-

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

O. M. No. A/29(96)—II—A—59

Dated 20-03-2019.

Subject :—Clarification to Government Order No. 277-F of 2018 dated 06-06-2018 passed in consideration of Hon'ble High Court Order dated 09-11-2017 passed in SWP No. 2679/2017, MP No. 01/2017 in case titled Faqir Chand and Ors. Vs. State and Ors- regarding grant of benefits of SRO-59 dated 06-02-1990.

Reference :—Accountant General J&K's D. O. No. PNRJ-02/SRO-59 dated 09-01-2019.

The Accountant General, J&K, Jammu vide above quoted reference has sought clarification to the implementation of subject cited Government Order No. 277-F of 2018 dated 06-06-2018 for regulation of Pay under SRO-59 dated 06-02-1990 as modified vide SRO-393 dated 27-11-1997 and subsequently deleted vide SRO-231 dated 15-07-2003 read with Government Order No. 165 -F of 2003 dated 11-08-2003 w. e. f. 15-01-1996.

Finance Department vide No. A/29(96)-161 dated 09-06-2006 intimated/clarified the Accountant General, J&K, Srinagar in the matter as under :—

“Kindly refer your communication resting with No. PNR- I/Aee/SRO-59/2332 dated 27-12-2005 regarding the subject noted above. In this context, the undersigned is directed to state that in case any employee who had been otherwise due for his placement in the “apportioned” graded pay scale in terms of the provisions of Appendix-2-A of J&K Civil Service (Revised) Pay Rules, 1987 as inserted vide SRO-59 of 02/1990, amended from time to time, with regard to relevant “apportioned” grade structure but has not been

given benefit which was due upto 15-01-1996, (date of issue of SRO-14) due to reasons purely attributed to procedural delay may be considered at this stage, but it should be within the relevant “apportioned” Grade structure of the relevant said “Appendix 2-A of J&K Civil Service (Revised) Pay Rules, 1987”.

Again, vide No. A/29(96)-1-192 dated 08-01-2014 Finance Department, *inter alia*, clarified the Accountant General, J&K, Srinagar in the matter as under :-

“Procedural delay duly authenticated by concerned Head of the Department in allowing the benefit of SRO-59 retrospectively shall be allowed. However, in such cases provisions of Rule 2.43 of Financial Code Vol-I shall be taken into account for the purpose of time barred arrears”.

In the meanwhile Faqir Chand & others employees of various Departments filed multiple writ petitions before the Hon'ble High Court demanding the benefits of SRO-59/1990 and in compliance of the orders of the Hon'ble High Court and consequent to the above clarifications, the benefits were extended to them without payment of arrears as is evident from his applications. But these ex-employees aggrieved of non-payment of arrears w.e.f. 1995 again filed a writ petition before the Hon'ble High Court bearing SWP No. 2679/2017 pleading/demanding therein for payment of arrears w.e.f. 1995 on the analogy of those employees of PDD who were granted the benefit vide Government Order No. 78-PDD of 1995 dated 20-03-1995.

The Hon'ble High Court vide order dated 09-11-2017 directed respondent No. 02 (Commissioner Secretary to Government, Finance Department) to accord consideration to the claim of the petitioners and the representation submitted by the petitioners.

In compliance of the orders of the Hon'ble High Court, Finance Department vide Government Order No. 277-F of 2018 dated 06-06-2018 considered the claim of the petitioners namely Faqir Chand & Ors. for their demand to the payment of arrears and found the arrears claim time barred

hence not covered under the aforesaid clarifications, thus devoid of merits, hence rejected the claim.

It is, accordingly, clarified that Government Order No. 277-F of 2018 dated 06-06-2018 is relevant and applicable to the Court case claim of the petitioners namely Faqir Chand and Ors. only. The Departments need to settle the individual cases on the strength of applicable rules.

(Sd.) S. L. PANDITA,

Director (Codes),
Finance Department.

Copy to the :-

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Payment of Dearness Allowance to State Government Pensioners/Family Pensioners-revised rate effective from 01-01-2019.

Corrigendum

Please read 'Basic Pension/Basic Family Pension' instead of 'Basic Pay' appearing under column/caption "Existing Rate of DA" and "Revised Rate of DA per month" in Government Order No. 185-F of 2019 dated 07-03-2019 issued under endorsement No. A/24(2K)-IV-204 dated 07-03-2019.

(Sd.) Dr. A. K. MEHTA, IAS,

Principal Secretary to Government,
Finance Department.

No. A/24(2K)-IV-330

Dated 28-05-2019.

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Revision of Rate of Interest on General Provident Fund and other similar funds.

Government Order No.353-F of 2019.

Dated 28-05-2019

Pursuant to the notification F.No. 5(2)-B (PD)/2019 dated 03-04-2019 issued by the Department of Economic Affairs, Ministry of Finance, Government of India, it is hereby ordered that the accumulations at the credit of subscribers to General Provident Fund and other similar funds shall carry interest at rate of 8% (Eight per cent) for 1st quarter of the financial year 2019-20 i. e. 1st April, 2019 to 30th June, 2019.

By order of the Government of Jammu and Kashmir.

(Sd.) Dr. ARUN KUMAR MEHTA, IAS,

Principal Secretary to Government,
Finance Department.

No. A/38(2017)–410

Dated 28-05-2019.

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

O. M. No. A/Clar (2018)—1225

Dated 18-06-2019.

Subject :—Regulation of Pay of a Government servant on upgradation of Pay Scale/Pay Level of the Post.

Consequent to the upgradation of pay scales/pay levels of various posts vide SRO-333 dated 02-08-2018 Instances have been brought to the notice of Finance Department where the pay of the junior official has got fixed at a stage higher than the pay of the senior counterpart in the same pay level. The situation may arise due to :—

(i) variation in the date of next increment, since there are two dates for increment, viz, 1st, January or 1st July and next increment of an official is admissible on either one of the two dates of increment as per his eligibility ; and/or

(ii) fixation of pay of both senior and junior officials at the entry level or same stage in the upgraded pay level.

2. The issue has been examined in Finance Department and it is clarified as under :—

The pay on upgradation of pay scales/pay levels of specified posts vide SRO 333 dated 02-08-2018 shall be regulated as per the mechanism prescribed under proviso below sub-rule 2 of Rule 7 of the Jammu and Kashmir Civil Service (Revised) Pay Rules, 2018. The pay anomaly, if any, arising in aforesaid situation shall be set right by stepping up the pay of the senior official vis-a-vis his junior counterpart as per procedure prescribed under Government Instruction No. 1 read with Government Instruction No. 4 below Art. 77-B of Jammu and Kashmir Civil Service Regulations.

(Sd.) Dr. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

Copy to the :—

1. Standard Endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

O. M. No. A/Clar (2018)—I-643

Dated 24-06- 2019.

Consequent upon implementation of 7th Pay Committee recommendations in favour of State Govt. employees vide SRO- 193 of 2018 dated 24-04-2018 ; doubts have been expressed by various quarters which are clarified as under :—

S. No.	Doubt expressed	Clarification
1.	Whether a Government Servant promoted/granted financial upgradation under time bound promotion scheme between 01-01-2016 and the date of notification of J&K Civil Services (Revised) Pay Rules, 2018, is allowed to retain the existing scales up-to-date of promotion where he fixes his pay in the pre-revised scale in the first instance and thereafter switches over to revised pay structure in terms of proviso 2nd to Rule 5 in the light of explanation 1st below Rule 5 of SRO-193 dated 24-04-2018	The rule position in this regard is crystal clear and as such, no further clarification is required. However, in case of promotion/upgradation, the the employee can switch over to the revised pay structure from the date of such promotion/upgradation, only and not from the date of next increment by postponing/deferring the effect of promotion.
2.	Whether a Government servant promoted on 01-07-2017, which is also the date of his annual increment, is entitled to draw his next increment on 01-01-2018 in light of clause 2 of Rule 10 of SRO-193 dated 24-04-2018.	The issue stands clarified vide OM No. A/PS/PDGC/Gen/2018-1268 dated 16-01-2019.

3.	Some of the employees promoted between 01-01-2016 and the date of notification of SRO-193 dated 24-04-2018 had opted for their pay fixation on promotion/ financial upgradation from the date of their next increment in the lower grade as per rule 13 (a) of SRO-93 dated 15-04-2009. Consequent upon issuance of SRO-193 dated 24-04-2018, the option turned out to be disadvantageous. Whether such employees are allowed to reverse their option under Rule 13 (1) of SRO-193 dated 24-04-2018.	The J&K Civil Service (Revised Pay) Rules, 2018, notified vide SRO-193 dated 24-04-2018, have come into force from 01-01-2016, as such, option available under these rules is available (de-novo) from 01-01-2016 and earlier option if exercised, under earlier set of rules viz. SRO-93 dated 15-04-2009 shall not effect exercise of fresh option in this regard.
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(Sd.) S. L. PANDITA,

Director (Codes),
Finance Department.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.— (i) Streamlining the procedure for procurement of Goods and Services and award of contracts by Public Sector Undertakings/Autonomous bodies/Societies.

(ii) Creation of posts and Regulation of recruitment in Public Sector Undertakings/Autonomous bodies/Societies,

Reference.—State Administrative Council Decision No. 155/17/2019
Dated 03-07-2019.

Government Order No. 377-F of 2019

Dated 04-07-2019.

Consequent upon State Administrative Council Decision No. 155/17/2019 dated 03-07-2019, it is hereby directed that.—

- (i) No procurement of goods and services shall be made by the Public Sector Undertakings/Autonomous bodies/Societies aided by State Government without following a transparent bidding process.
- (ii) No contract shall be awarded by Public Sector Undertakings/Autonomous Bodies/Societies without following a transparent bidding process.
- (iii) No new posts shall be created by the Public Sector Undertakings/ Autonomous bodies/Societies without the prior concurrence of Finance Department.
- (iv) No recruitment against vacant posts shall be made by Public Sector Undertakings/Autonomous bodies/Societies without the prior concurrence of the Finance Department.
- (v) No recruitment shall be made by Public Sector Undertakings/Autonomous Bodies/Societies without following a transparent

and due process including advertisements inviting applications from eligible candidates, irrespective of class of the posts.

Further, Public Sector Undertakings/ Autonomous Bodies/Societies are instructed to undertake the changes as may be required in their Bye-laws/Regulations/AoAs/with the approval of Competent Authority.

These directions shall come into effect immediately with respect to all Public Sector Undertakings/Autonomous Bodies/Societies including those listed at Annexure 'A'.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/PS/DC-1-2019-634-A

Dated : 04-07-2019

Annexure “A”

List of PSUs/Autonomous Bodies/Societies

- (1) J&K Bank Ltd.
- (2) J&K Industries Ltd.
- (3) J&K Handicrafts (S&E) Corporation.
- (4) JK State Industrial Dev. Corp.
- (5) JK Handloom Dev. Corporation.
- (6) JK Mineral Ltd.
- (7) JK SICOP.
- (8) JK State Road Transport Corp.
- (9) JK Agro Industries.
- (10) JK Horticulture Produce Marketing and Processing Corporation (HPMC).
- (11) J&K State Women’s Dev. Corporation.
- (12) J&K SC/ST/OBC Dev. Corp.
- (13) J&K State Tourism Dev. Corporation.
- (14) J&K State Cable Car Corp.
- (15) J&K State Project Construction Corp. Ltd.
- (16) J&K State Power Dev. Corp.
- (17) J&K Police Housing Corp.
- (18) J&K State Financial Corp.

- (19) J&K State Forest Corp.
- (20) J&K Cooperative Housing Corp.
- (21) J&K Wool Board.
- (22) J&K Infrastructural Dev. Financial Corp.
- (23) J&K Cements Ltd.
- (24) J&K State Cooperative Bank, Srinagar.
- (25) Jammu Central Cooperative Bank.
- (26) Baramulla Central Cooperative Bank.
- (27) Anantnag Central Cooperative Bank.
- (28) J&K SCARD Bank, Srinagar.
- (29) Kashmir Mercantile Coop. Bank, Sopore.
- (30) Urban Cooperative Bank, Anantnag.
- (31) Citizens Cooperative Bank, Jammu.
- (32) Devika Urban Coop. Bank, Udampur.
- (33) Jammu Development Authority.
- (34) Srinagar Municipal Corporation.
- (35) Jammu Municipal Corporation.
- (36) Ladakh Autonomous Hill Dev. Council, Leh.
- (37) Ladakh Autonomous Hill Dev. Council, Kargil.
- (38) Sher-e-Kashmir University of Agricultural Science & Technology, Jammu/Kashmir.

- (39) Jammu and Kashmir Legal Services Authority.
- (40) J&K Provident Fund Organization.
- (41) Jammu & Kashmir Energy Dev. Agency
- (42) J&K State Pollution Control Board.
- (43) Lakes and Water Ways Dev. Authority.
- (44) Srinagar Development Authority.
- (45) State Social Welfare Board.
- (46) Jammu and Kashmir State Sports Council.
- (47) Sher-e-Kashmir International Conference Centre, Srinagar.
- (48) Jammu and Kashmir State Housing Board.
- (49) J&K Academy of Art, Culture and Languages.
- (50) University of Kashmir.
- (51) University of Jammu.
- (52) J&K Khadi & Village Industries Board.
- (53) J&K State Board of School Education.
- (54) Board of Professional Entrance Examination
- (55) Any other PSUs/Autonomous Body/Society.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Payment of Dearness Allowance to State Government employees continuing to draw their pay as per 5th CPC-revised rate effective from 01-01-2019.

Government Order No. 387-F of 2019

Dated 10-07-2019.

In continuation to Government Order No. 410-F of 2018 dated 24-09-2018, it is hereby ordered that State Government employees continuing to draw their pay as per 5th CPC, shall be paid Dearness Allowance as under :—

Existing Rate of DA	Revised Rate of DA	W. e. f.
284% of Basic Pay	295% of Basic Pay	01-01-2019

- a. The arrears on account of additional instalment from January, 2019 to June, 2019 shall be paid in cash in July, 2019 and shall form part of the monthly salary from July, 2019 onwards.
- b. The payment of Dearness Allowance involving a fraction of 50 paise and above shall be rounded to the next higher rupee and the fraction of less than 50 paise shall be ignored.

By order of the Government of Jammu and Kashmir.

(Sd.) A. K. MEHTA, IAS,

Financial Commissioner.
Finance Department.

No. A/24(2k)-IV-524

Dated : 10-07-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Payment of Dearness Allowance to State Government employees continuing to draw their pay as per 6th CPC-revised rate effective from 01-01-2019.

Government Order No. 388-F of 2019

Dated 10-07-2019

In continuation to Government Order No. 408-F of 2018 dated 24-09-2018, it is hereby ordered that State Government employees continuing to draw their pay as per 6th CPC, shall be paid Dearness Allowance as under :—

Existing Rate of D.A.	Revised Rate of D.A.	W. e. f.
148% of Basic Pay	154% of Basic Pay	01-01-2019

- a. The arrears on account of additional instalment of D.A. from January, 2019 to June, 2019 shall be paid In cash in July, 2019 and shall form part of the monthly salary from July, 2019 onwards.
- b. The payment of Dearness Allowance involving a fraction of 50 paise and above shall be rounded to the next higher rupee and the fraction of less than 50 paise shall be ignored.

By order of the Government of Jammu and Kashmir.

(Sd.) A. K. MEHTA, IAS,

Financial commissioner.
Finance Department.

No. A/24(2k)-IV-524

Dated 10-07-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

O. M. No. A/Clar(2008)-III-562

Dated 15-07-2019

Subject.—Clarification regarding applicability of Pay Levels to employees on account of already availed of in-situ Promotions consequent to upgradation of posts.

Subsequent to the notification of J&K Civil Services (Revised) Pay Rules, 2018 vide SRO-193 dated 24-04-2018, various posts across the Departments had been upgraded. Consequent to such upgradation, clarification has been sought regarding admissibility of Pay Levels on account of already availed in-situ promotions under J&K Civil Services (Higher Standard Pay Scale Scheme) Rules, 1996. Finance Department vide O. M No. A/Misc (2010)-part-I-943 dated 20-09-2018 had already clarified the matter with respect to posts upgraded vide SRO-333 dated 02-08-2018. However, communications are still pouring as regards the treatment to be given to such posts which stand upgraded after 24-04-2018 other than those falling under SRO-333 dated 02-08-2018, particularly the posts of Election Department upgraded vide Government Order No. 30-Elec of 2019 dated 07-05-2019.

The issue has been examined in the Finance Department and it is clarified as under :—

“Consequent to the up-gradation of various posts on or after 25-04-2018, the in-situ pay levels corresponding to the upgraded Pay Levels as available under J&K Civil Services (Higher Standard Pay Scale Scheme) Rules, 1996 shall be available prospectively from the effective date of upgradation of such posts in respect of the employees who have availed/were due for in-situ promotion prior to such effective date of upgradation in pre-upgraded Pay Levels”.

This is in continuation to this office O. M. No. A/Misc (2010)-part-I-943 dated 20-09-2018.

(Sd.) S. L. PANDITA,

Director (Codes)
Finance Department.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Checklist for Medical Reimbursement Claims.

Circular

While examining the Medical Reimbursement claims submitted to Finance Department by the various Administrative Departments for consideration in relaxation of the J&K Civil Services (Medical Attendance-cum-Allowance) Rules, 1990, it has been observed that most of the cases are incomplete in various aspects as per rules in vogue and are submitted without the prior approval of Competent Authority in the departments.

In order to ensure speedy disposal of Medical Reimbursement claims and with the aim to avoid any hardship to the claimants, a checklist has been devised forming Annexure to this circular. The check list, duly filled, shall be furnished by the Administrative Departments along with the medical reimbursement proposals to the Finance Department for seeking concurrence in relaxation of rules.

Accordingly, all the Administrative Secretaries are requested to ensure that the Medical Reimbursement claims are submitted to the Finance Department along with the checklist. Incomplete cases shall not be entertained by the Finance Department.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/16(2008)-I-502

Dated 15-07-2019.

Copy to the :—

1. Standard endorsements.

ANNEXURE

Checklist for submission of Medical Reimbursement Claims to Finance Department in terms of the J&K Civil Services (Medical Attendance-cum-Allowance) Rules, 1990.

S. No.	Particulars	Remarks	
01.	Name of the Officer/Official with Designation		
02.	Treatment of Self or Dependent		
03.	Name of Dependent with relationship		
04.	Whether the patient/individual is dependent on the employee (certificate to be enclosed)		
05.	Whether the patient is suffering from a Life Consuming Disease		
06.	Whether Life Consuming Disease certificate has been issued by the Competent Medical Authority i. e. DHS/Principal GMC/Director SKIMS, (certificate to be enclosed, if applicable)		
07.	Whether treatment has been taken with proper referral from Competent Medical Authority (Certificate to be enclosed, if applicable).		
08.	Name of the Hospital/Institute wherefrom treatment has been taken.		
09.	Whether the Hospital/Institute is in the list of empanelled Hospitals/Institutions.		
10.	Period of Hospitalization (Discharge Certificate to be enclosed)	Date of Admission	Date of Discharge

11.	Essentiality Certificate on Form 2 issued by the Hospital Authorities to be enclosed.	
12.	Whether the vouchers submitted have been verified from relevant Medical Authority of the hospital wherefrom treatment has been taken.	
13.	Form of application for claiming refund of medical expenses incurred, Annexure "E" of Medical Attendance Rules complete in all respect to be enclosed.	
14.	Whether Medical claim has been preferred by the beneficiary within specified time limits (if not, justifiable reasons with the recommendations of the department be enclosed)	
15.	Relaxation required, if any (if yes, Rule to be mentioned).	
16.	Whether the case has been forwarded to Finance department with the approval of Competent Authority in the department	

Certified that the particulars from S. No. 1 to 16 have been verified and found correct, as such merits for consideration.

Signature of Director Finance/CAO/AO

JAMMU AND KASHMIR CIVIL SERVICE MEDICAL
ATTENDANCE

Form No. 2

ESSENTIALITY CERTIFICATE

(To be filled in by the Specialist/Medical Officer/Government Doctor)

I, Dr.....

certify that the following medicines were prescribed by me to.....

(indicate the name of the beneficiary/ies ; if treated of.....

.....Department.

The patient(s) was/were suffering from.....

and the employee is registered under Registration No.

Name of the Medicines :

I also certify that the medicines were essential for the recovery of the patients/s and these drugs or their substitutes do exist in the Master List. The patient was referred to the Specialist/Hospital/P.H.C. for treatment.

Rs.....have been received by me as consultation fee.

Dated.....

Signature and designation of
the Specialist/Medical Officer/
Government Doctor.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Re-initiation of verification of service books of employees having more than three years of service by the Accountant General.

CIRCULAR

Accountant General vide communication No. PNR-Coord-Jammu/827 dated 8-8-2018 has brought to the notice of the Finance Department that while verifying the pay fixation at the time of retirement, the Accountant General effects recovery of excess amount drawn by retiree from pensionary benefits i.e. Gratuity etc., which gives rise to increasing court cases and discontent among State Government employees.

Accountant General has informed that incorrect pay fixation beyond two years is resulting in perpetual loss to the State exchequer and has desired to re-start/re-initiate the verification of pay fixation of the employees of the J&K State Government having service of three years and more, so that the undue financial benefits are regulated within the provisions of Article 242 of JKCSRs Vol-I and to avoid the effecting of recoveries at the fag end of an employee's service.

Accordingly, Administrative Secretaries of all the departments are requested to direct the subordinate offices/DDOs to provide the details of employees having service of 3 years or more to the office of the Accountant General enabling him to prepare an action plan for checking the service books of employees.

(Sd.) S. L. PANDITA,

Director (Codes),
Finance Department.

No. A/25(2014)-1003

Dated : 24-07-2019

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Fundamental principles of public buying (for all procurements including procurement for works).

Circular

Every Authority delegated with the powers of procuring goods and hiring services in public interest has the responsibility and accountability to bring efficiency, economy and transparency in matters relating to public procurement and for fair and equitable treatment of suppliers and promotion of competition in public procurement. The six core procurement principles are :

(1) Economy (2) Efficiency (3) Fairness (4) Transparency (5) Quality and (6) Amount of money.

2. The procedure to be followed in making public procurement must conform to the following yard sticks :—

- (i) The description of the subject matter of procurement to the extent practicable should—
 - a) be objective, functional, generic and measurable.
 - b) Not indicate a requirement for a particular trade mark, trade name or brand.
- (ii) The specifications in terms of quality, type etc., as also quantity of goods to be procured, should be clearly spelt out keeping in view the specific needs of the procuring organisations. The specifications so worked out should meet the basic needs of the organisation without including superfluous and non-essential features, which may result in unwarranted expenditure.
- (iii) The technical specifications, shall, to the extent practicable, be based on state/national technical regulations or recognised state/national standards or buildings codes such as BIS,

wherever such standards exists and in the absence be based on relevant international standards.

- (iv) A complete schedule of procurement cycle from date of issuing the tender to date of issuing the contract should be published when the tender is issued.
- (v) All departments shall prepare Annual Procurement Plan before the commencement of the year and the same should also be placed on their website.
- (vi) Care should be taken to avoid purchasing quantities in excess of requirement to avoid inventory carrying costs. Offer should be invited following a fair transparent and reasonable procedure.
- (vii) At each stage of procurement, the procuring authority must place on record in precise terms, the considerations which weighed with it while taking the procurement decision.

All Administrative Secretaries are accordingly requested to direct their subordinate offices to strictly follow the above fundamental principles of public buying for procurement of goods and hiring of services.

(Sd.) A. K. MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/21(03)-III-A-196

Dated : 31-07-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Amendment in the Jammu and Kashmir Book of Financial Powers.

Reference.—GDC-95/CM/2019 dated 24-07-2019.

Government Order No. 409-F of 2019

Dated 02-08-2019

Sanction is hereby accorded to the following amendments in the Jammu and Kashmir Book of Financial Powers :—

“In Book of Financial Powers in Chapter 2, captioned Classification of Officers (Class 1 Officers) A-Major Heads of Department, following amendment shall be made :—

“Principal, Government Medical College Anantnag/Baramulla/Doda/Kathua/Rajouri, shall be classified as ‘Class-I Officer’ under A-Major Heads of Department and shall be inserted below S. No. 134 as S. No. 135.”

By order of the Government of Jammu and Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/BOFP(2016)-II-481

Dated 02-08-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Reorganization of State of Jammu and Kashmir.

Govt. Order No. 416-F of 2019

Dated 23-08-2019.

As per the Jammu and Kashmir Reorganization Act, 2019, two Union Territories i.e. Union Territory of J&K and Union Territory of Ladakh shall come into existence w.e.f. November, 2019. It is imperative that the accounts in respect of all the Government Departments, Autonomous Bodies, Public Sector Undertakings with respect to grants, loans or any other financial assistance are fully settled and assets and liabilities are clearly established. It has to be ensured that all the liabilities are duly liquidated/accounted for before 31-10-2019.

1. All the Government Departments, Autonomous Bodies, Public Sector Undertakings/Corporations/Companies set up under various statues are directed to complete the process of preparing all the due statement of accounts by end of September, 2019. Further they must complete annual audits upto 31.03.2019 without fail.
2. The Board of Directors of all these organizations shall meet immediately and ensure that all actions required towards transition in pursuance of State Reorganisation Act, 2019 are completed before the ending September, 2019. All due annual reports must be completed.
3. Mechanism of internal supervision/audit should be instituted. Any pending administrative approval for any of the works currently under implementation must be duly accorded, if not already accorded. Necessary changes in various manuals/rules should be approved by the Board of Directors well in time.

4. It Is further stated that after 01-11-2019 GFR/CVC guidelines will apply and this may be duly taken into account in the functioning of the Government organizations.

5. The number of employees must be frozen, supported by necessary documents regarding creation of posts etc.

The matter shall be reviewed on fortnightly basis till the actions required are completed.

By order of the Government of Jammu and Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/PS/DC/UT(2019)-856

Dated 23-08-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Implementation of e-procurement policy.

Circular

Attention of all Administrative Secretaries is invited to the Rule 160 of General Financial Rules, 2017 which stipulate conditions for e-procurement by the ministries/departments of the Government of India. Department of Jammu & Kashmir Affairs, Ministry of Home Affairs, Government of India vide no. 11014/05/2014/K-I/III dated 21st August, 2019 has advised the Government of J&K to implement e-Procurement policy in the State for Government purchases and works. Accordingly, all Administrative Secretaries are hereby requested to adhere to the following guidelines :—

- i It is mandatory for Departments to receive all bids through e-procurement portals in respect of all procurements.
- ii Departments which do not have large volume of procurement or carry out procurements required only for day to day running of offices and also have not initiated e-procurement through any other solution provided so far, may use e-procurement solution developed by NIC. Other Departments may either use e-procurement solution developed by NIC or engage any other service provider following due process.
- iii These instructions will not apply to procurement made by Departments through DGS&D rate contracts/GeM e-procurement portal. The purchase through Government e-market place (GeM) shall be regulated by rule 149 of General Financial Rules, 2017 (copy enclosed).
- iv In individual case where national Security and strategic consideration demands confidentiality, departments may exempt such cases from e-procurement after seeking approval of the

competent authority with concurrence of Finance Department.

- v Existing exemption to far-flung areas with respect to e-procurement, as prescribed from time to time, shall continue to apply.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/50(2016)-I-865

Dated 04-09-2019

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Implementation of e-procurement policy.

Circular

Attention of all Administrative Secretaries is invited to the Finance Department's circular issued vide endorsement No. A/50(2016)-I-865 dated 04-09-2019 regarding implementation of e-procurement in the State. With the view to improve transparency in the decision making in public procurement and reducing the scope of subjectivity, Department of Expenditure, Ministry of Finance, Government of India has prepared a set of three manuals on policies and procedures of procurement of Goods, works and hiring of consultants and other services in conformity with General Financial rules, 2017 as under :—

- i Manual for procurement of Goods-2017.
- ii Manual for procurement of works-2019.
- iii Manual for procurement of consultancy and other services-2017.

2. Accordingly, all departments are requested to adhere to these manuals to bring greater transparency and predictability in Government procedures and help in improving the ease of doing business with the Government.

3. These manuals are available on website of Department of Expenditure, Ministry of Finance, Government of India ([www. doe. gov. in/manuals](http://www.doe.gov.in/manuals)).

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/21(03)-I-Part File-II-925

Dated 17-09-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Un-authorized retention of receipts in Bank Accounts.

Circular

Attention of all Administrative Secretaries is invited to the rule 2.2(a) of J&K Financial Code Vol-I which reads as follows :—

“All sums of money which any State Officer receives in his official capacity must immediately be paid in full into the nearest treasury, without any deduction whatever and the amount must immediately be credited by the Treasury Officer to the appropriate head of account. The appropriation of departmental receipts for departmental expenditure is strictly prohibited”.

2. It has come into the notice of Finance Department that various Departments/ subordinate offices retain the receipts unauthorizedly in the bank accounts which is in contravention to the statutory rules and orders issued by the Finance Department from time to time.

3. It has also come into the notice of Finance Department that various departments are making irregular diversion of funds released into their bank accounts.

4. In view of above, all Administrative Secretaries are requested to direct their subordinate officers/ offices to immediately remit all receipt into the concerned treasuries under proper head of the account.

Further the concerned officers are directed to report instances of irregular diversion of funds by 19th of September 2019 and remit the unutilized amount into the Treasuries. Legitimate demands of the Departments can be considered by Government on its merits.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/21(03)-I-Part File-II-926

Dated 17-09-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Procurement of Goods & Services through GeM portal.

Circular

Department of Expenditure, Ministry of Finance, Government of India has vide OM. No. F.1/26/20/2018-PPD dated 2nd April 2019 made it mandatory for the Government departments to purchase common use Goods and Services available on GeM through GeM only. The purchase through GeM portal has to be made as per rule 149 of GFR 2017, which has already been circulated vide circular No. A/50(2016)-I-865 dated 04-09-2019.

The Department is in receipt of communication from Commerce Secretary, Government of India, urging the State Government to increase State's footprint on GeM for procurement in an efficient and transparent manner.

In order to achieve the desired potential of transacting on GeM, all the departments are directed to take the action on the following lines :—

- i All the Government organizations including Autonomous bodies and Corporations shall immediately register with GeM for their procurement.
- ii All the Government Organizations shall take necessary steps for on-boarding vendors/service providers of the State including existing vendors on the GeM.
- iii Communicate list of required items not available on GeM.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/21(03)-I-Part File-II-927

Dated : 17-09-2019

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Revision of rate of Interest on General Provident Fund and other similar funds.

Government Order No. 432-F of 2019

Dated : 17-09-2019

Pursuant to the notification F No: 5(2)-B (PD)/2019 dated 12-07-2019 issued by the Department of Economic Affairs, Ministry of Finance, Government of India, it is hereby ordered that the accumulations at the credit of subscribers to General Provident Fund and other similar funds shall carry interest at rate of 7.9% (Seven point Nine per cent) for 2nd quarter of the financial year 2019-20 i. e w.e.f. 1st July, 2019 to 30th September, 2019.

By order of the Government of Jammu and Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/38(2017)-913

Dated 17-09-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT
Jammu/Srinagar

Subject.—Un-authorized retention of receipts to Bank Accounts.

CIRCULAR

Attention of all the Administrative Secretaries is invited to the Circular dated 17-09-2019 regarding remittance of unauthorized relation of various receipts/funds received from Government/other agencies in different bank accounts by 19-09-2019. While some officers have taken necessary action in the matter, most of the officers have not taken any action despite clear instructions.

It is once again reiterated that all funds diverted unauthorizedly into bank accounts or revenue receipts retained in bank accounts without authority may be remitted immediately, failing which necessary disciplinary action shall be initiated against defaulting officers. The unauthorized amounts can be remitted either in Deposit Head 8443 or into the respective Revenue Head, as the case may be under an Intimation to Finance Department. The Finance Department shall be circulating a list of bank accounts where significant amounts have been parked for immediate action. The matter shall be reviewed on 27-09-2019 for compliance.

(Sd.) DR. ARAN KUMAR MEHTA, IAS,
Financial Commissioner,
Finance Department.

No. A/21(03)I-Part File-II-

Dated : 23-09-2019

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Notification

Srinagar, the 25th September, 2019

SRO-551.—In exercise of the powers conferred by proviso to section 118 of the constitution of Jammu and Kashmir, the Governor is pleased to direct that the following amendment shall be made in the Jammu and Kashmir Financial Code Vol-II ; namely :—

(1) Para 1 of Exception 5 below Rule (6) as contained in Appendix 6 of the Jammu & Kashmir Financial Code Vol-II shall be recast as under :—

“Exception 5—Jamadars and Orderlies of the Civil Secretariat only (Excluding the Jamadars and Orderlies of Head of Departments in the Civil Secretariat) shall be paid w. e. f. 01-04-2019 in lieu of Summer/Winter Uniforms as may be due under existing rules as per rates given below :—

Kind of Uniform	Cost of cloth including material	Cost of Stitching
Winter Uniform (Superior Serge Cloth)	Rs. 1500	Rs. 1500
Summer Uniform (Terricot Cloth)	Rs. 900	Rs. 600

(2) Wearing of uniforms shall be necessary for all employees who receive grants for the purpose.

By order of the Government of Jammu and Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No:A/6(62)-I-633

Dated 25-09-2019

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Notification

Srinagar, the 3rd October, 2019.

SRO-561.—In exercise of the powers conferred by the 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 Regulations, namely :—

After Rule 6 of JK Civil Services (Defined Contribution Pension Scheme) Rules, 2010 under schedule XXIII, the following shall be added as rule 7 :—

“7. Partial withdrawal :—(1) A partial withdrawal of accumulated pension wealth of the subscriber, not exceeding twenty five per cent of the contributions made by the subscriber and excluding contributions made by employer, if any, at any time before exit from National Pension System subject to the terms and conditions, purpose, frequency and limits specified below :—

(A) Purpose :—A subscriber on the date of submission of the withdrawal form, shall be permitted to withdraw not exceeding twenty five per cent of the contribution made by such subscriber to his individual pension account, for any of the following purposes only :—

- (a) for Higher education of his or her children including a legally adopted child ;
- (b) for the marriage of his or her children, including a legally adopted child ;
- (c) for the purchase or construction of a residential house or flat in his or her own name or in a joint name with his or her legally wedded spouse. In case, the subscriber already owns either individually or in the joint name a residential house or flat, other than ancestral property, no withdrawal under these regulations shall be permitted ;

(d) for treatment of specified illness of the subscriber, his legally wedded spouse, children including a legally adopted child or dependant parents suffer from any specified illness, which shall comprise of hospitalization and treatment in respect of the following diseases :—

- I. Cancer ;
- II. Kidney Failure (End Stage Renal Failure) ;
- III. Primary Pulmonary Arterial Hypertension ;
- IV. Multiple Sclerosis ;
- V. Major Organ Transplant ;
- VI. Coronary Artery Bypass Graft ;
- VII. Aorta Graft Surgery ;
- VIII. Heart Valve Surgery ;
- IX. Stroke ;
- X. Myocardial infarction ;
- XI. Coma ;
- XII. Total Blindness ;
- XIII. Paralysis ;
- XIV. Accidental of serious/life threatening nature ;
- XV. Any other critical illness of a life threatening nature as stipulated in the circulars, guidelines or notifications issued by the Authority from time to time.

(B) Limits :—The permitted withdrawal shall be allowed only if the following eligibility criteria and limit for availing the benefit are complied with by the subscriber :—

- a. The subscriber shall have been in the National Pension System at least for a period of three years from the date of his or her joining ;

- b. The subscriber shall be permitted to withdraw accumulation not exceeding twenty five per cent of the contributions made by him or her and standing to his or her credit in his or her individual pension account, as on the date of application for withdrawal ;

(C) Frequency :—The subscriber shall be allowed to withdraw only a maximum of three times during the entire tenure of subscription under the National Pension System. The request for withdrawal shall be submitted by the subscriber, along with relevant documents to the Central Record Keeping Agency or the National Pension System Trust, as may be specified, for processing of such withdrawal claim through their nodal office. Provided that where a subscriber is suffering from any illness, specified in sub-clause (d), the request for withdrawal may be submitted through any family member of such subscriber.

2. *Partial withdrawal process/documents.*—Partial withdrawal request is required to be submitted by subscriber to Central Record Keeping Agency through his/her Nodal Office/Points of Presence/Aggregator, as may be applicable. The Nodal Office/Points of Presence/Aggregator should satisfy itself about the genuineness of the requirement for partial withdrawal by subscriber and after satisfying itself forward the withdrawal application for release of funds by Central Record Keeping Agency. On receipt of partial withdrawal request, Central Record Keeping Agency will process the withdrawal request in the Central Record Keeping Agency System.”

By order of the Governor.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/3(2018)-II-933

Dated 03-10-2019

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Updation of information with respect to constitution of Board of Directors of Companies/Statutory Bodies/Societies.

Circular

It is an obligation on the part of any Company/Statutory Body/Society to constitute and maintain a Board of Directors as per the provisions of law and disclose particulars of Directors in public domain through statutory filing of information. It is also mandatory to maintain such information accurately and regularly update the list of Directors after specific events such as appointments, resignations, removal or any other change in the Board of Directors.

It has been noticed that most Companies have not updated the above information with the result in many cases Directors, who have demitted office several years ago, continue to be shown as Directors as per master data of Government Companies of J&K maintained by Ministry of Corporate Affairs, Government of India (list enclosed). Failure to update data with respect to Directors has statutory implications. Similar is the case with Statutory Bodies/Societies.

It is, therefore, directed that all Companies/Statutory Bodies/Societies shall update their information with respect to constitution of Board of Directors immediately as per provisions of law within a period of one week. A confirmation in this regard may be sent to Finance Department by 16-10-2019.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/Misc(2019)-DC

Dated 09-10-2019.

Copy to the :—

1. Standard endorsements.

Annexure-A**1. Jammu and Kashmir Bank Ltd.**

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000110392	SANJIV AGARWAL	17/06/2017	...
0000524035	SUNIL REWACHAND CHANDIRAMANI	17/06/2017	...
0001216833	RAHUL BANSAL	17/06/2017	...
0001332068	DHAMAN KUMAR PANDOH	17/06/2017	...
0002712778	ARUN KUMAR MEHTA	15/03/2019	...
0003637222	VIKRAM GUJRAL	26/03/2019	...
0007586792	MOHAMMAD ASHRAF MIR	10/08/2016	...
0007831725	PRONAB SEN	17/06/2017	...
0008066460	ANIL KUMAR MISRA	03/07/2019	...
0008190084	RAJESH KUMAR CHHIBBER	10/06/2019	...
ALKPM5652R	Mohammad Shafi Mir	22/11/2016	...
AARPS3074R	RAJNI SARAF	05/07/2019	...

2. Jammu and Kashmir State Power Development Corporation.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000278074	RAVINDER SINGH DHILLON	10/03/2016	...
0006893227	UPENDER JIT SINGH BALI	10/06/2014	...
0007873737	HIRDESH KUMAR	24/08/2018	...
0007971548	ROHIT KANSAL	24/08/2018	...
0008196924	MANOJ TRIPATHI	24/08/2018	...
0008281386	SATYA PAL MALIK	19/11/2018	...
ADUPG3967D	SUNIL GUPTA	20/11/2001	...

3. Jammu and Kashmir State Industrial Development Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000039108	LALIT MAHAJAN	23/05/2016	...
0000453591	BHARAT BUSHAN VYAS	03/08/2011	...
0002835943	CHANDER PARKASH SHARMA	23/05/2016	...
0007218193	NAVIN KUMAR CHOUDHARY	23/05/2016	...
0007352828	SHAILENDRA KUMAR	23/05/2016	...
0007586792	MOHAMMAD ASHRAF MIR	23/05/2016	...

0007979035	JASVINDER SINGH DUA	31/05/2017	...
AIGPG5679K	VIKRAM KUMAR GUPTA	08/09/2005	...

4. Jammu and Kashmir Cements Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	30/09/2006	...
0001951561	ARUN SHARMA	18/05/2007	...
0001960466	MUSHTAQ AHMED MIAN	01/11/2003	...
0007702771	ATUL SHARMA	02/01/2016	...

5. J&K Small Scale Industries Development Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0002085835	RAJESH JAIN	08/01/2007	...
0002835943	CHANDER PARKASH SHARMA	15/12/2015	...
0003040019	BOPINDER SINGH DUA	08/01/2007	...
0007218193	NAVIN KUMAR CHOUDHARY	15/12/2015	...
0007586792	MOHAMMAD ASHRAF MIR	15/12/2015	...
0007702771	ATUL SHARMA	14/03/2019	...

6. J&K infrastructure Development Finance Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0002712778	ARUN KUMAR MEHTA	28/03/2019	...
0006994285	SHEETAL NANDA	21/01/2019	...
0007873737	HIRDESH KUMAR	21/01/2019	...
0008222357	KHURSHEED AHMED SHAH	25/09/2018	...
0008341227	AJEET KUMAR SAHU	21/01/2019	...

7. J&K Trade Promotion Organisation.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000885257	RAKESH KUMAR SHARMA	30/05/2018	...
0007218193	NAVIN KUMAR CHOUDHARY	30/05/2018	...
0007886176	DEEPAK KUMAR	30/05/2018	...
0008372571	RAVINDER KUMAR	06/04/2019	...

8. J&K State Agro Industries Development Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date

No Signatory Exists for Company/LLP

9. J&K State Handloom Development Corporation ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
No Signatory Exists for Company/LLP			

10. J&K State handloom handicrafts Raw material supplies organisation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
No Signatory Exists for Company/LLP			

11. J&K State Road Development Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	31/03/2014	...
0002903746	TANVEER JEHAN SHAH	31/03/2014	...
0003120815	BRAJ RAJ SHARMA	31/03/2014	...
0006378662	BIMAL KUMAR TICKOO	31/03/2014	...
0006616756	SAJJAD AHMED KICHLOO	31/03/2014	...
0006789140	MOHMAD AFZAL BHAT	31/03/2014	...
0006793027	ABDUL MAJID WANI	31/03/2014	...
0006831512	SATESH NEHRU	31/03/2014	...

12. J&K State Womens Development Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	24/06/2006	...
0002462500	NAHEED SOZ	24/06/2006	...
0003282551	SHAHBAZ ALI	10/07/2015	...
0003561648	KRISHNAN NARAYAN	10/07/2015	...
0006783153	PARESH CHANDRA DAS	10/07/2015	...
0007218193	NAVIN KUMAR CHOUDHARY	10/07/2015	...
0008097792	ASIEA NAQASH	10/07/2015	...

13. J&K Assets Reconstruction Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	28/04/2017	...
0003467232	PARVEZ AHMAD NENGROO	28/04/2017	...
0007218193	NAVIN KUMAR CHOUDHARY	28/04/2017	...

14. J&K Development Finance Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
00012570	GURUPRASAD MOHAPATRA	01/08/2019	...
02046823	GYANESH KUMAR	29/07/2016	...
02712778	ARUN KUMAR MEHTA	01/03/2019	...
02855304	RAJENDRA RATNOO	04/04/2019	...
BNGPS5745E	KAMAKSHI SINGH	08/01/2018	...
07218193	NAVIN KUMAR CHOUDHARY	21/08/2015	...
07316772	TEJINDER SINGH BALI	21/08/2015	...
08427522	UDAY SINGH MINA	04/04/2019	...
AIZPD6707G	MUDASSIR AHMAD DAR	04/04/2019	...

15. J&K Handicrafts (Sales & Export) Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
No Signatory Exists for Company/LLP			

16. J&K I. T. Infrastructure Development Pvt. Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0002712778	ARUN KUMAR MEHTA	22/03/2019	...
0007218193	NAVIN KUMAR CHOUDHARY	07/03/2019	...
0007411834	DHEERAJ GUPTA	22/03/2019	...
0007971548	ROHIT KANSAL	22/03/2019	...
0007979565	RAMESH KUMAR	18/09/2019	...

17. Jammu and Kashmir Industries Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0001869355	RAMAN SONI	03/08/2005	..
0002541327	SHANTMANU DINESH	09/06/2009	...
0002782541	SHAHNAWAZ AHMED TAK	09/06/2009	...
0002825362	SUDHANSHU PANDEY	09/06/2009	...

18. J&K International Trade Centre.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	13/02/2014	...

0002973442	NEERAJ KUMAR GUPTA	13/02/2014	...
0003120815	BRAJ RAJ SHARMA	13/02/2014	...
0003542909	ATAL DULLOO	13/02/2014	..
0006640801	SALMA HAMID	13/02/2014	...
0006640820	SHANTMANU	13/02/2014	...
0006698194	FAROOQ AHMAD FAQTOO	13/02/2014	...

19. J&K Medical Supplies Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0006958812	SALEEM-UR-REHMAN	05/03/2014	...
0006958824	RIYAZ FAROOQ	05/03/2014	...
0006958868	YASH PAL SHARMA	05/03/2014	...
0006958886	ROMESH SINGH	05/03/2014	...
0007894405	INDERJEET	28/04/2017	...

20. J&K Minerals Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0001945013	KRISHNAN SKANDAN	07/03/2019	...
0002712778	ARUN KUMAR MEHTA	24/05/2019	...

0007218193	NAVIN KUMAR CHOUDHARY	07/03/2019	...
0007971548	ROHIT KANSAL	24/05/2019	...
0008301353	VIKRAM KUMAR GUPTA	05/06/2018	...
0008482468	FAROOQ AHMED KHAN	24/05/2019	...
AQXPB1616N	MIR IRFAN BASHIR	05/10/2018	...

21. J&K Police Housing Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
00971087	RAJAN BAKSHI	23/04/2005	...
00971088	VINOD MALHOTRA	31/01/2002	...
02348157	RAVINDER KOTWAL	08/09/2008	...

22. J&K Tourism Development Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0007905806	RAFI AHMAD MIR	28/01/2017	...
0008157221	RIGZIAN SAMPHEAL	09/05/2018	...
0008219340	ASIF HAMID KHAN	11/08/2018	...
ALHPB2949K	RAKESH BHATT	22/09/2010	...

23. J&K State Power Trading Company Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	26/03/2013	...
0002712778	ARUN KUMAR MEHTA	26/03/2013	...
0006374571	ASGAR ALI MAJAZ	26/03/2013	...

24. J&K State Power Transmission Company Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	25/03/2013	...
0002712778	ARUN KUMAR MEHTA	25/03/2013	...
0006374571	ASGAR ALI MAJAZ	25/03/2013	...

25. Jammu Power Distribution Company Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	03/06/2013	...
0002712778	ARUN KUMAR MEHTA	03/06/2013	...
0006374571	ASGAR ALI MAJAZ	03/06/2013	...
0006440021	SURESH KUMAR	03/06/2013	...

26. Kashmir Power Distribution Company Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000453591	BHARAT BUSHAN VYAS	26/06/2013	...
0002712778	ARUN KUMAR MEHTA	26/06/2013	...
0006374571	ASGAR ALI MAJAZ	26/06/2013	...
0006440021	SURESH KUMAR	26/06/2013	...

27. J&K Horticultural Produce Marketing and Processing Corporation.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0000092283	ALTAH MOHMAD SYED	03/02/2006	...
0000453591	BHARAT BUSHAN VYAS	03/02/2006	...
0002132377	SHAUKAT ALI	23/09/2005	...
AATPP5200G	MUNEER AHMAD PANDIT	10/02/1987	...

28. J&K Mineral Development Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0007474850	ALOK KUMAR MEHTA	12/03/2019	...

0008152943	ABANINDRA KUMAR PADHY	12/06/2018	...
0008301353	VIKRAM KUMAR GUPTA	12/03/2019	...
AHNPD6053E	BIJAY PRAKASH DUBEY	18/05/2015	...

29. J&K State Cable Car Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0001227764	AZIZWANI	19/02/2009	...
0002505275	FAROOQ AHMAD KHAN	03/09/1997	...
0002664588	FAROOQ AHMAD SHAH	20/03/2007	...
0003348984	TALAT PARVEZ ROHELLA	31/05/2010	...
0006620700	TUFAIL MATTO	20/04/2013	...
AKUPD5774C	AJAZUL REHMAN DAR	06/01/2009	...

30. Tawi Scooters Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date

No Signatory Exists for Company/LLP

31. J&K Projects Construction Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0002712778	ARUN KUMAR MEHTA	01/03/2019	...
0007223155	SATISH RAZDAN	31/03/2018	...
0007872892	RAJU MANIAN	22/11/2018	...
0007971548	ROHIT KANSAL	27/11/2017	...
0008222357	KHURSHEED AHMED SHAH	12/09/2018	...
0008399364	SAMI ARIF YESVI	26/03/2019	...

32. JKB Financial Services Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0002906992	SUNIL GUPTA	28/05/2018	...
0003467232	PARVEZ AHMAD NENGROO	08/02/2011	...
0006901711	ABDUL RASHID SHEIGAN	27/03/2018	...
0007006271	NISSAR AHMAD KOUL	30/09/2014	...
0007969905	PUSHAPKUMAR TICKOO DINANATH	28/09/2017	...
0008190084	RAJESH KUMAR CHHIBBER	28/05/2018	...

0008214846	MANZOOR HUSSAIN BHAT	26/07/2018	...
AJYPH3251R	ZAFAR HAMEED	08/09/2017	...
AAUPG8056E	PANKAJ GOUR	08/09/2017	...

33. Jammu Smartcity Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0007872892	RAJU MANIAN	08/09/2017	...
0007873300	RAJESH KUMAR	08/09/2017	...
0007873737	HIRDESH KUMAR	08/09/2017	...
0007901793	MOHMMAD SHAFI ZAHID	08/09/2017	...
0007902229	SHIV DARSHAN SINGH	08/09/2017	...
0007905743	KUMAR RAJEEV RANJAN	08/09/2017	...

34. Srinagar Smartcity Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0007872917	SHEIKH THASEEN MUSTAFA	08/09/2017	...
0007873296	SHAFQAT KHAN	08/09/2017	...

0007873737	HIRDESH KUMAR	08/09/2017	...
0007901793	MOHMMAD SHAFI ZAHID	08/09/2017	...
0007911193	MUNIR AHMAD KHAN	08/09/2017	...
0007918815	SYED ABID RASHID SHAH	08/09/2017	...

35. J&K Industrial and Technical Consultancy Organization Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
No Signatory Exists for Company/LLP			

36. Jammu Mass Rapid Transit Corporation Pvt. Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0007218193	NAVIN KUMAR CHOUDHARY	12/03/2019	...
0007411834	DHEERAJ GUPTA	12/03/2019	...

37. Srinagar Mass Rapid Transit Corporation Pvt. Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0007218193	NAVIN KUMAR CHOUDHARY	13/03/2019	...
0007411834	DHEERAJ GUPTA	13/03/2019	...

38. J&K State Scheduled Castes, Scheduled Tribes and Backward Classes Development Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date

No Signatory Exists for Company/LLP

39. J&K State Overseas Employment Corporation Ltd.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0002937010	SHAFAT NOOR BARIAS	13/10/2010	...
0002948474	BASHIR AHMED RUNYAL	13/10/2010	...
0002984555	FAROOQ AHMAD PEER	13/10/2010	...

40. AIC-Jammu & Kashmir EDI Foundation.

Directors/Signatory Details			
DIN/PAN	Name	Begin date	End date
0007218193	NAVIN KUMAR CHOUDHARY	18/09/2018	...
0008166326	MOHAMMAD ISMAIL PARRAY	07/09/2018	...
0008230292	BILAL AHMAD BHAT	18/09/2018	...

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Amendment in the Jammu and Kashmir Book of Financial Powers.

Reference.—No. GDC-81/CM/2017 dated 09-10-2019.

Government Order No. 443-F of 2019

Dated 14-10-2019.

Sanction is hereby accorded to the following amendments in the Jammu and Kashmir Book of Financial Powers :—

“In Book of Financial Powers in Chapter 2, captioned Classification of Officers (Class Officers) A-Major Heads of Department, following amendment shall be made :—

- (i) “Director Libraries and Research, J&K, shall be classified as ‘Class-I Officer’ under A-Major Heads of Departments and shall be inserted below S. No. 131 as S. No. 132.”
- (ii) “Director, Archives, Archeology and Museums, J&K shall be classified as ‘Class-I Officer’ under A-Major Heads of Departments and shall be inserted below S. No. 132 as S. No. 133.”
- (iii) S. No 25 (Director, Archives, Library, Archeology & Museums) under B-Other Officers shall be deleted.

By order of the Government of Jammu & Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,

Finance Department.

No. A/68(01)-B-944

Dated 14-10-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Enhancement of Move TA.

Reference.—No. 4242/CS/2019/FIN Dated 15-10-2019.

Government Order No. 446-F of 2019

Dated 17-10-2019.

Sanction is hereby accorded to the enhancement of Move TA from existing rate of Rs. 15,000/- (Fifteen thousand) to Rs. 25,000/- (Twenty five thousand) per move per employee. This order shall come into effect immediately.

By order of the Government of Jammu & Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/114(91)-II-B-108

Dated 17-10-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Amendment in the Jammu and Kashmir Book of Financial Powers.

Reference.—SAC Decision No. 271/22/2019 dated 22-10-2019.

Government Order No. 454-F of 2019

Dated 24-10-2019.

Sanction is hereby accorded to the following amendments in the Jammu and Kashmir Book of Financial Powers :—

In the Book of Financial Powers in Chapter 5.9 against S. No. 123-A(1), the column 'Extent' shall be recast as under :—

S. No.	Nature of Power	To whom delegated	Extent
1	2	3	3
123-A	<p>(1) To grant Ex-gratia Relief in favour of the employees of the PDD, other persons or their heir and to the owners of Domestic Animals, who are electrocuted and die, or are rendered fully/partially disabled due to the negligence of the PDD, subject to the conditions that :</p> <p>(i) All the employees of the PDD, whether regular, DRW/Casual Labour, Work Charged, Contingent paid etc., engaged in the generation, transmission or supply of electrical energy in the</p>	DCP	<p>Full powers within the Budget Provisions with the following scales :—</p> <p>A. Human Beings :</p> <p>I. In case of Death=Rs 10.00 lacs.</p> <p>II. Total Disability=Rs 7.50 lacs.</p> <p>III. Partial Disability=Rs 2.00 lacs.</p>

	<p>Department, who are killed, incapacitated, wholly or partially, during the course of discharging their bonafide and legitimate duties :</p> <p>(ii) Civilians, killed or injured, resulting in their partial or total disability, subject to the explicit condition that the accident is not attributable to them, but to the lapses, attributable to the FDD, as verified by the Director, TTI&C ;</p> <p>(iii) Domestic animals killed by electrocution, caused due to lapses, attributable to the Department and verified by the Director, TTI &C.</p>		<p>In case of death of any employee, the ex-gratia relief shall be paid to the legal heirs of the deceased. The payment shall be subject to the condition that the relief, granted by the Government under the Workman's Compensation Act, shall be adjusted while making payment of the ex-gratia relief.</p> <p>B. Domestic Animals</p> <p>i. Cow, Bull, Horse=Rs 20,000</p> <p>ii. Sheep/Goat=Rs 5,000.</p>
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By order of the Government of Jammu & Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,
Financial Commissioner,
Finance Department.

No. A/68(01)--B-944

Dated 24-10-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Amendment in the Jammu and Kashmir Book of Financial Powers.

Reference.—No. GDC-132/CM/2019 dated 23-10-2019

Government Order No. 455-F of 2019

Dated 24-10-2019.

Sanction is hereby accorded to the following amendments in the Jammu and Kashmir Book of Financial Powers :—

- (a) In Chapter 5.13 at S. No. 7 under column 'Extent' condition (a) shall be deleted.
- (b) In Chapter 5.13 against S. No. 7, the following shall be inserted as (f) under column 'Extent' below the terms and conditions :—

“The Contract Committee shall be headed by the Development Commissioner (Works), PW(R&B), J&K and Development Commissioner (Power), J&K for grant of administrative approval for projects/works in the following non-engineering departments :—

S. No.	Name of the Non-engineering Departments	To be headed by
1.	Housing & Urban Development Department	Development Commissioner (Works), PW (R&B), J&K.
2.	Department of Rural Development & Panchayati Raj.	
3.	Tourism Department.	
4.	Education Department.	
5.	Estates Department.	Development Commissioner (Power), J&K.
6.	Horticulture Department.	
7.	Youth Services & Sports Department.	
8.	Floriculture Department	

However, the above arrangement shall be subject to the following conditions :—

- (i) The financial limit prescribed for such Contract Committees shall remain unchanged i. e. that of Development Commissioner.
- (ii) The Contract Committees shall appraise the proposal and perform the role of a Departmental Contract Committee.
- (iii) An Officer of the level of Special Secretary/Additional Secretary of the said department will also be a part of the Contract Committee.”

By order of the Government of Jammu & Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/68(01)--B-1-part-742

Dated : 24-10-2019

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Payment of Dearness Allowance to State Government Employees-revised rate effective from 01-07-2019.

Reference.—State Administrative Council decision No. 270/22/2019 dated 22-10-2019.

Government Order No. 456-F of 2019

Dated 24-10-2019.

In continuation to Government Order No. 184-F of 2019 dated 07-03-2019, it is hereby ordered that State Government employees working in regular Pay Levels under 7th Pay Commission Recommendations, shall be paid Dearness Allowance as under :—

Existing Rate of DA per month	Revised Rate of DA per month	W.e.f.
12% of Basic Pay	17% of Basic Pay	01-07-2019

- (i) The term 'Basic Pay' in the revised pay structure means the pay drawn in the prescribed Level in the Pay Matrix as per 7th Pay Commission recommendations, but does n't include any other type of pay like special Pay etc.
- (ii) The arrears on account of additional installment @ 5% w.e.f. July, 2019 shall be paid in cash to the State Government Employees in November, 2019 and shall form part of the monthly salary from November, 2019 onwards.
- (iii) In respect of employees on NPS, employer's share of 10% of DA arrears too shall be drawn and with equivalent amount as employees share, shall be deducted at source for crediting the same to the respective PRAN Numbers.
- (iv) Consequent upon implementation of 7th Pay Commission Recommendations in favour of All India Service Officers, serving

in connection with affairs of the State, the rate of Dearness Allowance as applicable to Central Government Employees shall be applicable to such Officers.

- (v) The payment of Dearness Allowance involving a fraction of 50 paise and above shall be rounded to the next higher rupee and the fraction of less than 50 paise shall be ignored.

By order of the Government of Jammu & Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/24(2k)-IV-1060

Dated 24-10-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject.—Payment of Dearness Allowance to State Government Pensioners/Family Pensioners-revised rate effective from 01-07-2019.

Reference.—State Administrative Council decision No. 270/22/2019 dated 22-10-2019.

Government Order No. 457-F of 2019

Dated : 24-10-2019.

In continuation to Government Order No. 185-F of 2019 dated 07-03-2019, it is hereby ordered that State Government Pensioners/Family Pensioners shall be allowed Dearness Allowance on Pension/Family Pension as under :—

Existing Rate of DA per month	Revised Rate of DA per month	W.e.f.
12% of Basic Pension/ Basic Family Pension	17% of Basic Pension/ Basic Family Pension	01-07-2019

- (i) The arrears on account of additional installment @ 5% w.e.f. July, 2019 shall be paid in cash to State Government Pensioners and Family Pensioners in November, 2019 and shall form part of the pension/family pension from November, 2019 onwards.
- (ii) The payment of Dearness Allowance involving a fraction of 50 paise and above shall be rounded to the next higher rupee and the fraction of less than 50 paise shall be ignored ; and
- (iii) Other provisions governing the grant of Dearness Allowance on Pension/family pension such as the regulation of Dearness Allowance during employment/re-employment, where more than one pension is drawn etc. and other provisions of the existing rules/orders (as

are not in conflict with the provisions of the order), shall continue to remain in force.

By order of the Government of Jammu & Kashmir.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/24(2k)-IV-1060

Dated 24-10-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Grant of Transport Allowance to the Employees of Union Territory of J&K.

Reference :— (i) Department of Jammu and Kashmir Affairs, Ministry of Home Affairs, GoI's Letter No. 12011/13/2019-K-IV dated 22-10-2019.

(ii) Department of Expenditure, Ministry of Finance, GoI, O. M. No. 21/5/2017-E.II(B) dated 7th July, 2017.

(iii) Department of Expenditure, Ministry of Finance, GoI, O. M. No. 21/5/2017-E.II(B) dated 2nd August, 2017.

Government Order No. 472-F of 2019

Dated 28-11-2019.

Sanction is hereby accorded to the grant of Transport Allowance in favour of employees of the Union Territory of Jammu and Kashmir at following rates :—

Employees drawing pay in the Pay Level	Rates of Transport Allowance per month	
	Employees posted in the Cities as per Annexure	Employees posted at all other places
9 and above	Rs. 7200+DA thereon	Rs. 3600+DA thereon
3 and above but below Level 9	Rs. 3600+DA thereon	Rs. 1800+DA thereon
Up to Level 2	Rs. 1350+DA thereon	Rs. 900+DA thereon
<p>Note :—Government Employees who are drawing pay of Rs. 24200/- and above in Pay Level SL1, SL2, SL3, 1 and 2 of the Pay Matrix, shall be eligible for grant of Transport Allowance @ Rs. 3600 + DA thereon at the Cities mentioned in the Annexure and @ Rs. 1800 + DA thereon at all other places.</p>		

2. The grant of Transport Allowance shall be subject to the following conditions :—

- i. The allowance shall not be admissible to those employees who have been provided with/avail the facility of Government transport or use official vehicle.
- ii. In respect of those employees who opt to continue in their preremised Pay-structure/Pay Scales, the corresponding Level in the Pay Matrix of the post occupied on 01.01.2016 as indicated in J&K Civil Services Revised Pay Rules, 2018 would determine the allowance under these orders.
- iii. Physically disabled employees viz. visually impaired, orthopedically handicapped, deaf and dumb/hearing impaired, spinal deformity, shall be paid Transport Allowance at double the normal rates, which shall, in no case, be less than Rs. 2250/- p.m. plus applicable rates of Dearness Allowance. Benefit of Conveyance Allowance available to above categories of employees under Article 328-E of J&K CSR Vol-I shall not be available.

3. Admissibility of Transport Allowance during the following circumstances :—

- (a) **During leave.**—The allowance will not be admissible for the calendar month(s) wholly covered by leave.
- (b) **During deputation abroad.**—The allowance will not be admissible during the period of deputation abroad.
- (c) **During tour.**—If an employee is absent from the Headquarters/ Place of Posting for full calendar month(s) due to tour, he/she will not be entitled to Transport Allowance during that/those calendar month/months. However, if the absence does not cover any calendar month(s) in full, Transport Allowance will be admissible for full month.
- (d) **During training treated as duty.**—The allowance may be granted during such training, if no Transport Facility/Travelling Allowance/Daily Allowance is provided for attending the training institute. During official tour in the training course, the allowance will not be admissible when the period of the tour covers the

whole calendar month. Also, during training abroad, no Transport Allowance will be admissible when the period of such training covers the whole calendar month.

- (e) **During inspection/survey duty by Members of Special Parties within the city but exceeding 8 Kms. from the Headquarters or during continuous field duty either in or outside Headquarters.**—Transport Allowance is given to compensate for the expenditure incurred for commuting to and fro between the place of duty and residence. In case when one gets Road Mileage/Daily Allowance or free transportation for field/inspection/survey duty or tour for a period covering the whole calendar month, he/she will not be entitled to Transport Allowance during that calendar month(s).
- (f) **To vacation staff.**—Vacation staff is entitled to Transport Allowance provided no free transport facility is given to such staff. However, the allowance shall not be admissible when such vacation spell, including all kinds of leave, cover the whole calendar month(s).
- (g) **During suspension.**—As a Government employee under suspension is not required to attend office, he/she is not entitled to Transport Allowance during suspension where suspension covers full calendar month(s). This position will hold good even if the suspension period is finally treated as duty. Where suspension period covers a calendar month partially, Transport Allowance payable for that month shall be reduced proportionately.

4. These orders shall be effective from 31st October, 2019.

By order of the Lieutenant Governor.

(Sd.) DR. ARUN KUMAR MEHTA,

Financial Commissioner,
Finance Department.

*Annexure to the Government Order No. 472F of 2019
Dated 28-11-2019.*

**List of Cities/Towns eligible for higher rates of
Transport Allowance on reclassification of cities/towns
as per census 2011.**

S. No.	Name of the States/Union Territories	Name of the City/Town
1	2	3
1.	ANDAMAN AND NICOBAR	—
2.	ANDHRA PRADESH/ TELANGANA	Hyderabad
3.	ARUNACHAL PRADESH	—
4.	ASSAM	—
5.	BIHAR	Patna
6.	CHANDIGARH	—
7.	CHHATTISGARH	—
8.	DADRA AND NAGAR HAVELI	—
9.	DAMAN AND DIU	—
10.	DELHI	Delhi (UA)
11.	GOA	—
12.	GUJARAT	Ahmadabad (UA), Surat (UA)
13.	HARYANA	—
14.	HIMACHAL PRADESH	—
15.	JAMMU AND KASHMIR/ LEH AND KARGIL	—
16.	JHARKHAND	—

1	2	3
17.	KARNATAKA	Bengalore/Bengaluru (UA)
18.	KERALA	Kochi (UA), Kozhikode (UA)
19.	LAKSHADWEEP	—
20.	MADHYA PRADESH	Indore (UA)
21.	MAHARASHTRA	Greater Mumbai (UA), Nagpur (UA), Pune (UA)
22.	MANIPUR	—
23.	MEGHALAYA	—
24.	MIZORAM	—
25.	NAGALAND	—
26.	ODISHA	—
27.	PUDUCHERRY/ PONDICHERRY	—
28.	PUNJAB	—
29.	RAJASTHAN	Jaipur (UA)
30.	SIKKIM	—
31.	TAMIL NADU	Chennai (UA), Coimbatore (UA)
32.	TRIPURA	—
33.	UITAR PRADESH	Ghaziabad (UA), Kanpur (IJA), Lucknow (UA)
34.	UITARAKHAND	—
35.	WEST BENGAL	Kolkata (UA)

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Grant of Children Education Allowance (CEA) and Hostel Subsidy to the Employees of Union Territory of J&K.

Reference :—(i) Department of Jammu and Kashmir Affairs, Ministry of Home Affairs, GoI's Letter No. 12011/13/2019-K-IV dated 22-10-2019.

(ii) Department of Personnel & Training, Ministry of Personnel, Public Grievances and Pensions, GoI, O. M. No. A/27012/02/2017-Estt. (AL) dated 16th July, 2018.

Government Order No. 473-F of 2019

Dated 28-11-2019.

Sanction is hereby accorded to the grant of Children Education Allowance and Hostel Subsidy in favour of Employees of Union Territory of Jammu and Kashmir at par with the Central Government Employees.

2. The allowance is subject to following conditions :—

- i. The reimbursement of Children Education Allowance/Hostel subsidy can be claimed only for the two eldest surviving children with the exception in case the second child birth results in twins/multiple birth. In case of failure of sterilization operation, the CEA/Hostel Subsidy would be admissible in respect of children born out of the first instance of such failure beyond the usual two children norm.
- ii. The amount for reimbursement of Children Education allowance will be Rs. 2250/- per month (fixed) per child. This amount of Rs. 2250/- is fixed irrespective of the actual

expenses incurred by the Govt. Servant. In order to claim reimbursement of CEA, the Govt. servant should produce a certificate issued by the Head of the Institution for the period/year for which claim has been preferred. The certificate should confirm that the child studied in the school during the previous academic year. In case such certificate cannot be obtained, self-attested copy of the report card or self-attested fee receipt(s) [including e-receipt(s)] confirming/indicating that the fee deposited for the entire academic year can be produced as a supporting document to claim CEA. The period/year means academic year i. e. twelve months of complete academic session.

- iii. The amount of ceiling of hostel subsidy is Rs. 6750/- pm. In order to claim reimbursement of Hostel Subsidy for an academic year, a similar certificate from the Head of Institution confirming that the child studied in the school will suffice, with additional requirement that the certificate should mention the amount of expenditure incurred by the Government servant towards lodging and boarding in the residential complex. In case such certificate cannot be obtained, self-attested copy of the report card and original fee receipt(s)/e-receipt(s) which should indicate the amount of expenditure incurred by the Government servant towards lodging and boarding in the residential complex can be produced for claiming Hostel Subsidy. The expenditure on boarding and lodging or the ceiling of Rs. 6750/- as mentioned above, whichever is lower, shall be paid to the employee as Hostel Subsidy. The period/year will mean the same as explained above in clause (ii) of this para.
- iv. The reimbursement of Children Education Allowance for Divyaang children of government employees shall be payable at double the normal rates of CEA prescribed above in clause (ii) i. e. Rs. 4500/- per month (fixed).
- v. The above rates/ceiling would be automatically raised by 25% every time the Dearness Allowance on the revised pay structure goes up by 50%.

- vi. The Hostel Subsidy and Children Education Allowance can be claimed concurrently.
- vii. In case both the spouses are Government servants, only one of them can avail reimbursement under Children Education Allowance and Hostel Subsidy.
- viii. The reimbursement of CEA and Hostel Subsidy will be done just once in a financial year after completion of the financial year.
- ix. Hostel subsidy is applicable only in respect of the child studying in a residential educational institution located at least 50 kilometers from the residence of the Government servant.
- x. The reimbursement of Children Education Allowance and Hostel Subsidy shall have no nexus with the performance of the child in his class. In other words, even if a child fails in a particular class, the reimbursement of Children Education Allowance and Hostel Subsidy shall not be stopped. However, if the child is admitted in the same class in another school, although the child has passed out of the same class in previous school or in the mid-session, CEA shall not be reimbursable.
- xi. If a Government servant dies while in service, the Children Education Allowance or hostel subsidy shall be admissible in respect of his/her children subject to observance of other conditions for its grant provided the wife/husband of the deceased is not employed in service of the Central Govt., State Government, Union Territory, Autonomous body, PSU, Semi Government Organization such as Municipality, Port Trust Authority or any other organization partly or fully funded by the Central Govt./State Governments. In such cases the CEA/ Hostel Subsidy shall be payable to the children till such time the employee would have actually received the same, subject to the condition that other terms and conditions are fulfilled. The payment shall be made by the office in which the Government servant was working prior to his death and will be regulated by the other conditions, laid down in this order.

- xii. In case of retirement, discharge, dismissal or removal from service, CEA/Hostel Subsidy shall be admissible till the end of the academic year in which the Government servant ceases to be in service due to retirement, discharge, dismissal or removal from service in the course of an academic year. The payment shall be made by the office in which the government servant worked prior to these events and will be regulated by the other conditions laid down in this Order.
- xiii. The upper age limit for Divyaang children has been set at 22 years. In the case of other children the age limit will be 20 years or till the time of passing 12th class whichever is earlier. There shall be no minimum age.
- xiv. Reimbursement of CEA and Hostel Subsidy shall be applicable for children from class nursery to twelfth, including classes eleventh and twelfth held by Junior Colleges or schools affiliated to Universities or Boards of Education.
- xv. CEA is allowed in case of children studying through “Correspondence or Distance Learning” subject to other conditions laid down herein.
- xvi. The CEA and Hostel Subsidy is admissible in respect of children studying from two classes before class one to 12th standard and also for the initial two years of a diploma/certificate course from Polytechnic/ITI/Engineering College, if the child pursues the course after passing 10th standard and the Government servant has not been granted CEA/Hostel Subsidy in respect of the child for studies in 11th and 12th standards.
- xvii. In respect of schools/institutions at nursery, primary and middle level not affiliated to any Board of Education, the reimbursement under the Scheme may be allowed for the children studying in a recognized school/institution. Recognized school/institution in this regard means a Government school or any education institution whether in receipt of Government

Aid or not, recognized by the Central or State Government or Union Territory Administration or by University or a recognized educational authority having jurisdiction over the area where the institution/school is situated.

- xviii. In case of a Divyang child studying in an institution i.e. aided or approved by the Central/State Govt. or UT Administration or whose fees are approved by any of these authorities, the Children Education Allowance paid by the Government servant shall be reimbursed irrespective of whether the institution is 'recognized' or not. In such cases the benefits will be admissible till the child attains the age of 22 years.
- xix. The Children Education Allowance or hostel subsidy shall be admissible to a Government servant while he/she is on duty or is under suspension or is on leave (including extra ordinary leave). Provided that during any period which is treated as 'dies non' the Government servant shall not be eligible for the CEA/Hostel subsidy for that period.

3. These above instructions would come into effect from 31st October, 2019.

By order of the Lieutenant Governor.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. : A/02(2018)-UT-1169

Dated 28-11-2019

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Grant of Special Allowance for Child Care for Women with disabilities.

Reference :—(i) Department of Jammu and Kashmir Affairs, Ministry of Home Affairs, GoI's Letter No. 12011/13/2019-K-IV dated 22-10-2019.

(ii) Department of Personnel and Training, Ministry of Personnel, P. G. and Pensions, GoI, No. A-27012/03/2017-Estt. (AL) dated 16th August, 2017.

Government Order No. 474-F of 2019

Dated 28-11-2019.

Sanction is hereby accorded to the grant of "Special Allowance for Child Care for Women with disabilities" subject to the following conditions :—

- (i) Women with disabilities shall be paid Rs. 3000/- (Rupees Three Thousand only) per month as Special Allowance for Child care. The allowance shall be payable from the time of the child's birth till the child is two years old.
- (ii) It shall be payable for a maximum of two eldest surviving children.
- (iii) Disability means a person having a minimum Disability of 40% as elaborated in Ministry of Welfare's Notification No. 16-18/97-NI.I dated 01-06-2001 and amended from time to time.
- (iv) The certificate regarding disability shall be issued by Medical Board constituted by the Government, consisting of CMO of the district and at least two Medical Specialists nominated by

the concerned Director Health Service with at least one specialist from the concerned field.

(v) The above limit would be automatically raised by 25% every time the Dearness Allowance on the revised pay structure goes up by 50%.

(vi) These orders shall be effective from 31st October, 2019.

By order of the Lieutenant Governor.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

A/02(2018)-UT-1169

Dated 28-11-2019

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Grant of Incentive for acquiring fresh higher qualification.

Reference :—(i) Department of Jammu and Kashmir Affairs, Ministry of Home Affairs, GoI's Letter No. 12011/13/2019-K-IV dated 22-10-2019.

(ii) Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, GoI, O. M. No. 1/5/2017-Estt. (Pay-I) dated 15th March, 2019.

Government Order No. 475-F of 2019

Dated 28-11-2019.

Sanction is hereby accorded to the grant of incentive for acquiring fresh higher qualification by a Government employee in fields that are directly relevant to the employee's job. The following one-time lump-sum rates as incentive for acquiring fresh higher qualification shall be permissible.

S. No.	Qualification	Amount (In Rs.)
1.	Ph. D. or equivalent	30,000
2.	PG Degree/Diploma of duration more than one year, or equivalent	25,000
3.	PG Degree/Diploma of duration one year or less, or equivalent	20,000
4.	Degree/Diploma of duration more than three years, or equivalent	15,000
5.	Degree/Diploma of duration three years or less, or equivalent	10,000

2. Criteria/guidelines for granting incentive for acquiring fresh higher qualifications are as under :—

- (i) The incentive will not be available for the qualifications which are laid down as essential or desirable qualifications in the recruitment rules for the post.
- (ii) No incentive shall be allowed for acquiring higher qualification purely on academic or literary subjects. The acquisition of the qualification should be directly related to the functions of the post held by him/her, or to the functions to be performed in the next higher post. There should be direct nexus between the functions of the post and the qualification acquired and that it should contribute to the efficiency of the government servant.
- (iii) The quantum of incentive will be uniform for all posts, irrespective of their classification or grade or the department.
- (iv) The incentive shall not be admissible where the government servant is sponsored by the government or he/she avails study leave for acquiring the qualification.
- (v) The incentive would be given only for higher qualification acquired after induction into service.
- (vi) No incentive would be admissible if an appointment is made in relaxation of the educational qualification. No incentive would be admissible if employee acquires the requisite qualification for such appointment at a later date.
- (vii) The qualifications meriting grant of incentive should be recognized by University Grants Commission, respective regulatory bodies like AICTE, Medical Council of India, etc. set up by Central/State Government or recognized by the Government.
- (viii) The incentive shall be limited to maximum two times in an employee's career, with a minimum gap of two years between successive grants.
- (ix) The Government servant should prefer the claim within six months from the date of acquisition of the higher qualification.

- (x) The incentive as per this Government Order will be admissible for above qualifications acquired on or after 31st October, 2019.
- (xi) Government Servants, who have acquired the fresh higher qualification on or after 31st October, 2019 till the date of issuance of this Government Order, may also claim these incentives within six months from the date of issuance of this Government Order.

By order of the Lieutenant Governor.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

A/02(2018)-UT-1169

Dated 28-11-2019

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Notification

Jammu, the 3rd December, 2019.

SO-22.—In exercise of the powers conferred by proviso to Article 309 of the Constitution and all other enabling provisions in this behalf, the Lieutenant Governor is hereby pleased to make the following rules, namely :—

1. *Short title, commencement and application.*—(1) These rules shall be called the Jammu and Kashmir Civil Services (Leave Travel Concession) Rules, 2019.

(2) They shall be deemed to have come into force with effect from 31-10-2019.

(3) Subject to the provisions of sub-rule (4) below, these rules shall apply to the persons appointed to the civil services and posts in connection with the affairs of the Union Territory of Jammu and Kashmir.

(4) These rules shall not apply to the—

- (i) Persons not in whole time employment ;
- (ii) Persons in casual and daily rated employment ;
- (iii) Persons paid from contingencies ;
- (iv) Persons in work charged establishment ;
- (v) Persons employed on contract except when the terms of contract provide otherwise ;
- (vi) Persons re-employed after retirement except when the terms and conditions of re-employment provide otherwise ; and
- (vii) Persons eligible to any other form of travel concession available during leave or otherwise.

2. *Scope.*—The Leave Travel Concession shall cover the Government servant himself/herself and his/her family.

3. *Definitions.*—In these rules unless the context otherwise requires,—

- (a) “A place in India” means any place within the territory of India, whether it is in the main-land India or overseas ;
- (b) “Block of years” means a block of two calendar years for LTC to home town and a block of four calendar years for LTC to any place in India ;
- (c) “Controlling officer” for purpose of these rules means the authority prescribed for countersigning T. A. bills, as under :—
 - (i) For Non-Gazetted Govt. Servant Gazetted Officer in charge of the establishment to which the Govt. servant belongs.
 - (ii) For Gazetted officer Next higher Administrative Officer.
- (d) “Sanctioning authority” for purpose of these rules means the authority competent to sanction Leave Travel Concession to the Government employees, which shall be as under :—
 - (i) For Non-Gazetted Officer Head of the Department concerned or Administrative Secretary to Government of the concerned department in the case of Secretariat employees.
 - (ii) For Gazetted Officers Government in the Administrative Department.

(e) “Disciplinary authority” means an authority which is empowered to impose penalties to Government Servants in terms of Rule 30 of Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956.

(f) “Family” means :—

- (i) the government servant's wife or husband, as the case may be, and two surviving unmarried children or step children wholly dependent on the Government servant, irrespective of whether they are residing with the government servant or not ;
- (ii) married daughters who have been divorced, abandoned or separated from their husbands and widowed daughters as are residing with the Government servant and are wholly dependent on the Government servant ;
- (iii) parents and/or step parents residing with and wholly dependent on the Government servant ;
- (iv) unmarried minor brothers as well as unmarried, divorced, abandoned, separated from their husbands or widowed sisters residing with and wholly dependent on the Government servant, provided their parents are either not alive or are themselves wholly dependent on the Government servant.

*“Explanation :—*A member of the family whose income from all sources, including pension, temporary increase in pension but excluding dearness relief on pension or stipend etc. does not exceed Rs. 9000 p. m. is deemed to be wholly dependent on the Government servant.”

- (g) “Hometown” means the town, village or any other place declared as such by the Government servant and accepted by the controlling officer ;

Explanation :—The criteria mentioned below may be applied to determine whether the government servant’s declaration may be accepted—

- (i) whether the place declared by Government servant is one which requires his physical presence at intervals for discharging various domestic and social obligations ;
 - (ii) whether the Government servant owns residential property in that place ;
 - (iii) whether his near relations are resident at that place ;
- (h) “Shortest direct route” shall have the same meaning as given in Article 306 (a), (b) and (c) of Jammu and Kashmir Civil Service Regulations, 1956 ;
- (i) “LTC” means Leave Travel Concession.

4. *Declaration of Family*.—Every Government servant shall declare his/her family at the beginning of a block of years in Form 1 appended to these rules. This declaration duly certified by a Gazetted Officer, in case of Non-Gazetted employees, shall be registered with the Head of the Office. The Head of the Office shall paste the declaration with the Service Book of the employee and make use of it at the time when application for LTC is made by the employee. On the occurrence of any change in the, family strength, the employee shall make a fresh declaration in the prescribed manner.

5. *Admissibility of Leave Travel Concession* :—

- (i) The Leave Travel Concession shall be admissible to a Government servant specified in sub-rule (3) of rule 1 and his/her family, if the Government servant has completed five years continuous regular service under the government on the date of application to be made in Form-2 :

Provided that an employee completing five years continuous regular service during the course of block of years shall be eligible to avail the LTC during the remaining period of same block.

- (ii) The concession shall be admissible during any period of the leave including Casual Leave.
- (iii) The concession will not be admissible when a Government servant undertakes journey during the weekend holidays or any other period of holidays alone without any leave.
- (iv) The concession shall not be admissible to a Government servant who proceeds on regular leave and then resigns his post without returning to duty.
- (v) Government servants serving in the Vacation Department and entitled to enjoy regular vacation can avail LTC during vacation period.
- (vi) The concession shall not be admissible to a Government servant (including his/her family) during the period of suspension.
- (vii) In the case of husband and wife, who are both Government servants, he or she can avail of the Leave Travel Concession as a family member of his or her spouse.
- (viii) Government servant(s) on deputation Foreign service shall be entitled to LTC under these rules. The expenditure on LTC in such cases shall be paid by the borrowing agency subject to its sanction by Administrative Department to which the employee(s) belongs.

6. *Declaration of place of visit.*—(1) When the Leave Travel Concession to visit any place in India is proposed to be availed of by a Government servant, the intended place of visit shall be declared by the Government servant in advance in Form 2. The declared place of visit

may be changed before the commencement of the journey with the approval of the authority competent to sanction LTC in exceptional circumstances.

(2) The family shall be allowed to avail the facility in one go and not in batches. Where both the husband and the wife are government employees, the facility shall be availed only once during a block of years.

7. Types of Leave Travel Concession :—

- (i) The Leave Travel Concession to hometown shall be admissible irrespective of the distance between the headquarters of the Government servant and his hometown, once in a block of two calendar years commencing with 2020-21.
- (ii) The Leave Travel Concession to any place in India shall be admissible irrespective of the distance of the place of visit from the headquarters of the Government servant, once in a block of four calendar years, commencing with 2020-23.

Note :—Employees who wish to avail LTC before 31st December, 2019 may do so ; however L.T.C. availed during the period of issuance of these rules and 31st December, 2019 shall be counted towards block year 2020-21/2020-23.

*8. Counting of LTC against a particular Block.—*The concession of LTC availed will be counted against the block within which the outward journey commenced even if the return journey is performed after the expiry of the block.

*9. Carryover of Leave Travel Concession.—*A Government Servant who is unable to avail of the leave travel concession within a particular block of two years or four years, as the case may be, may avail of the same within the first year of the next block of two years or four years. If a Government servant is entitled to leave travel concession to home town, he/she can carry forward the leave travel concession to any place in India for a block of four years only if he/she has carried forward the leave travel concession to home town in respect of the second block of two years within the block of four years.

10. *Entitlement* :—

- (i) Travel entitlement of Government servants for the purpose of LTC shall be as per the Travelling Allowance Rules laid down in J&K Civil Service Regulations as amended from time to time ;
- (ii) No daily allowance shall be admissible for travel on LTC ;
- (iii) Any incidental expenses and the expenditure incurred on local journeys shall not be admissible ;
- (iv) If a Government servant travels by a class higher than to which he/she is entitled, reimbursement will be restricted to the rate of entitled class. If he/she travels by a lower class, the reimbursement will be as per the class travelled/fare actually paid.

11. *Limitations on admissibility of LTC Charges.*—(1) Reimbursement for expenses of journey shall be allowed only on the basis of a point to point journey or against booked ticket(s) over the shortest direct route.

(2) Reimbursement of rail fare by chartered rail coaches and air fare, if any paid because of temporary dislocation of surface transport, shall be restricted to the amount admissible by entitled class.

(3) LTC is not admissible for journeys performed in a private car (owned, borrowed or hired) or chartered bus, van or other vehicle owned or operated by private operators. However, LTC shall be admissible for journeys conducted by Tourism Development Corporations, State Transport Corporations and Transport Services run by Central or other Government or local bodies. In such cases, the Government servant will be entitled to reimbursement of—

- (i) the actual hire charges on the chartered vehicle ; or
- (ii) the amount reimbursable had the journey to the declared place of visit been performed by the entitled class of rail by the shortest direct route, whichever is less.

(4) In case there is no public transport available in a particular stretch of the journey, reimbursement will be made as per his entitlement on transfer for a maximum limit of 100 kms. by private/personnel transport based on self-certification. Furnishing of false certificate will attract disciplinary action.

(5) The travel by road to any place outside J&K shall not be admissible except between stations not connected by rail.

(6) Telegram charges for reservation of railway berths are inadmissible.

12. *Grant of Advance and Adjustment thereof :*

(1) (a) Advance may be granted to Government servants by the authorities competent to sanction Leave Travel Concession to enable them to avail themselves of concession for leave travel to any place in India. The application for grant of LTC advance shall be made in Form 2. The amount of such advance in each case shall be limited to 90% of the estimated amount which government would have to reimburse in respect of the cost of the journey both ways.

(b) Sanction for availing of LTC and grant of advance therefor shall be issued by the competent authority in Form 5.

(2) Advance may be drawn both for the forward and return journeys at the time of commencement of the forward journey provided the period of leave taken by the Government servant does not exceed ninety days. If this limit is exceeded then the advance may be drawn for outward journey only.

(3) The advance shall be refunded in full if the outward journey is not commenced within thirty days of the receipt of advance. However, in cases where reservations are made sixty days before the proposed

date of outward journey and advance is made accordingly, the Government servant shall produce the tickets, within ten days of the drawal of advance irrespective of the date of commencement of journey.

13. *Earned leave encashment facility.*—An employee may be permitted to encash maximum of 10 days Earned Leave at the time of availing of Leave Travel Concession without any linkage to the number of days and the nature of leave availed while proceeding on LTC. This is limited to a maximum of 60 days during the entire career and the total number of days so encashed will not be counted for computing maximum quantum of leave encashable at the time of quitting service.

14. *Claim for adjustment/reimbursement* :—

- i) A claim for adjustment/reimbursement of expenditure incurred on journey under Leave Travel Concession shall be submitted in Form 3 supported by Original tickets/payment vouchers.
- ii) Where an advance has been drawn by a Government servant, the claim for reimbursement of the expenditure incurred on the journey shall be submitted within one month of the completion of the return journey. On a Government servant's failure to do so, he/she shall be required to refund the entire amount of advance forthwith in lump sum. No request for recovery of advances in instalments shall be entertained.
- iii) Where no advance has been drawn, the claim shall be submitted within three months after the completion of the return journey. Failure to do so will entail forfeiture of the claim and no relaxation shall ordinarily be permissible.
- iv) A simple interest at 20% per annum or at the rate notified by the Government from time to time will be charged if the conditions laid down in the sanction issued by the competent authority are not complied with and/or the rules are violated.

15. *Fraudulent claims of Leave Travel Concession* :—

- i) If a disciplinary proceeding against a Government servant has already been initiated or is proposed to be initiated on the charge of preferring a fraudulent claim of Leave Travel Concession, such Government servant shall not be allowed the LTC for subsequent blocks till the finalisation of the disciplinary proceedings.
- ii) If the disciplinary proceedings result in imposition of any of the penalties specified in rule 30 of the Jammu and Kashmir Civil Service (Classification, Control and Appeal) Rules, 1956 the Government servant shall not be allowed to avail the LTC in the subsequent block(s) in addition to the one already withheld during the pendency of disciplinary proceedings.
- iii) If the Government servant is fully exonerated of the charge of fraudulent claim of LTC, he/she shall be allowed to avail of the concession withheld earlier as additional set in future block(s) of years but before the normal date of his/her superannuation.

16. *Responsibility of Drawing and Disbursing Officer/Controlling Officer.*—(1) The advance for LTC shall be drawn and disbursed to a Government servant subject to the following conditions :—

- (a) The LTC and the advance has been sanctioned by the competent authority as prescribed under clause (d) of rule 3 of these rules.
- (b) Immediately after drawal of an advance, an entry shall be made in the Service Book of the concerned Government servant as under :—

“Shri _____ has been allowed to avail of LTC for the block _____ vide Order No. _____ dated _____ issued by _____ and an amount of Rs. _____ has been drawn vide C.V./ T.V. No. _____ dated _____ and paid to him/her for the purpose.”

(c) The bill for drawal of an advance shall be accompanied by the order sanctioning the LTC and the advance.

(2) At the time of adjustment/reimbursement of LTC claims *inter alia*, the following formalities shall be observed :—

(a) The Controlling officer, as prescribed in these rules, shall examine the genuineness of the claim by verifying the original Air Ticket (including boarding cards)/Rail/Road tickets etc. before countersigning the final claim.

(b) After the final adjustment, an entry shall be made in the Service Book of the Government servant as under :—

“The advance of Rs. drawn vide C.V./T. V. No. _____ dated _____ and paid to the official (refer page of Service Book) has been adjusted vide T. V. No./Cash Vr. No. _____ dated _____ and there is nothing outstanding on this account against the official”.

(c) On the bill through which the adjustment is made, a certificate shall be recorded that the prescribed entries have been made in the Service book of the official.

(3) Drawing and Disbursing Officers/Controlling Officers shall be personally responsible for deviation or violation of any provision contained in these rules.

17. *Accounting of expenditure on Leave Travel Concession.*—The expenditure on account of LTC will be debit to the detailed head “LTC” under the relevant Minor/Major Head of Account.

18. *General.*—(1) The sanctioning authority shall allow only such number of employees of a particular establishment to avail of LTC in a year of a relevant block as can be accommodated within the available budget under the detailed head “LTC” for the relevant year :

Provided that an employee who may not have been allowed to avail LTC in a block for reasons not attributable to him/her may be given priority in availing the concession in the next block.

(2) In order to have effective watch over the sanctions for LTC, recovery/adjustment of LTC advance/claims, the Head of Office shall maintain a register of LTC claims, advances in Form 4. This register shall be reviewed monthly for analysing the position of outstanding advances

paid up to the end of proceeding month for recording orders in regard to the recovery/adjustment of outstanding advances, where these are due for adjustment. In this register all outstanding advances shall be brought forward as opening entries. A monthly statement of facts shall be submitted to the Controlling Officer and Head of the Department.

19. *Interpretation.*—In case of any doubt regarding any of the provisions in these rules, the matter shall be referred to the Government in the Finance Department for interpretation and the decision thereof shall be final.

20. *Power to relax.*—Save as otherwise provided in these rules, the Government in the concerned Administrative Department on being satisfied that the operation of any of these rules causes undue hardships in any case, may by order, for reasons to be recorded in writing, dispense with or relax the requirements for that rule to such extent and subject to such conditions and exceptions as it may consider necessary for dealing with the case in a just and equitable manner :

Provided that no such relaxation shall be allowed without the concurrence of the Finance Department.

21. *Repeal and savings.*—(1) From the date of commencement of these rules, the Jammu and Kashmir Civil Services (Leave Travel Concession) Rules, 1996, are hereby repealed.

(2) Notwithstanding such repeal, any order made, action taken or liability incurred under the rules so repealed shall be deemed to have been made, taken or incurred under the corresponding provisions of these rules.

By order of the Lieutenant Governor.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,
Financial Commissioner,
Finance Department.

No. : A/02(2018)-UT-1169

Dated 03-12-2019

FORM 1**DECLARATION OF FAMILY**

I _____ working as _____ in the Department presently posted in do solemnly declare the strength/particulars of my family as under :—

S. No.	Name	Relationship with Govt. servant	D. O. B.	Profession	Income (per month)
1.					
2.					
3.					
4.					
5.					

2. It is certified that the particulars/details of my family as stated above are correct and in the event of any wrongful information being found to have been furnished by me, I shall be personally responsible for the consequences.

Dated : _____ Signature of Government servant
(Gazetted/Non-Gazetted)

I _____ certify that the particulars furnished by _____ about his/her family in this declaration herein above made are correct to the best of my knowledge and belief.

Dated : _____ Signature with Official Seal
of Gazetted officer.

Note :—The Certificate of the Gazetted Officer is required only in respect of Non-Gazetted Government Servant

FORM 2

Application Form for : (i) Declaration of place of visit.
 : (ii) Sanction of LTC
 : (iii) Grant of advance for LTC

1. Name of the Government Servant : _____
2. Designation : _____
3. Date of entry in the Govt. Service : _____
4. Total service as on the date : _____
of application for LTC
5. Basic Pay (with level of Pay) : _____
6. Whether spouse is employed. : _____
If so whether he/she is
entitled to LTC (Reference to
rules whereunder entitled
may be given)
7. In case of spouse being entitled : _____
to LTC state whether he/she
has claimed it separately
8. Place to be visited : _____
9. Block for which LTC is to : _____
be allowed
10. Single Air fare/Rail fare/bus : _____
fare from the Headquarters to
the place of visit by shortest
direct route
11. Persons in respect of whom : _____
LTC is proposed to be availed

S. No.	Name	Age	Relationship (Refer Form 1)
1.			
2.			
3.			
4.			
5.			

12. Estimated amount for availing LTC (with full details) : Rs. _____

13. Amount of advance required : Rs. _____

14. Declaration by Government servant :

I declare that the particulars furnished above are true and correct. I undertake to book the tickets for the outward journey within prescribed time after receipt of advance. In the event of cancellation of the journey or if I fail to book the tickets within the prescribed time limit, I undertake to refund the entire advance in one lump-sum.

Dated : _____

Signature of Govt. Servant.

FOR USE IN OFFICE—

1. Certified that—

- (a) Particulars in S. No. 1 to 6 have been verified and found correct.
- (b) The members of the family as shown under S. No. 11 above exist in the declaration made by Government servant in Form (I) which is pasted in his Service Book, and the said members are entitled to LTC.

Seal and Signature of Head of Office.

2. Check list :—

- (a) Fare for to and fro journey by the entitled class or the classes by which the official proposes to travel, whichever is less. : Rs. _____

- (b) No. of entitled persons for
whom advance is claimed : Rs. _____
- (c) Amount reimbursable
to official : Rs. _____
- (d) Amount of advance
admissible (90% of item 3): Rs. _____

Note:— This Form shall be prepared in duplicate and one copy forwarded to the sanctioning authority for sanction of LTC.

FORM 3
LEAVE TRAVEL CONCESSION BILL

For the block of years _____
to _____

Note :—This bill should be prepared in duplicate one for payment and the other as office copy to form part of the personal file of the concerned government servant

PART 'A'

(To be filled in by the Government Servant)

1. Name : _____ 2. Designation : _____
3. Basic Pay : _____ 4. Headquarters : _____
5. Nature and period of leave sanctioned with reference to order under which sanctioned _____
Nature of leave _____ from _____
to _____
6. Particulars of members of family in respect of whom the Leave Travel Concession has been claimed.

S. No.	Name(s)	Age	Relationship with the Government servant
1.			
2.			
3.			

7. Details of Journey(s) performed by Government servant and the members of his/her family (Payment Voucher/Tickets to be enclosed in original).

Date of departure	Date of arrival	Distance in K.M.	Mode of travel	Class of accommodation used	S. Nos. of payment vouchers/tickets	No. of fare(s) claimed for ticket	Fares paid	Remarks
1	2	3	4	5	6	7	8	9

8. Amount of advance, if any, drawn : Rs. _____
(Reference to sanction)

9. Amount reimbursable/recoverable : Rs. _____

10. Particulars of Journey(s) for which higher class of accommodation than the one to which the Government servant is entitled was used (sanction No. and date to be given).

Place from-to	Mode of conveyance	Class to which entitled	No. of fare(s) claimed	Amount of fare(s) entitled to (in rupees)	Class by which actually travelled	Amount of fare/fare(s) paid (in Rupees)
1	2	3	4	5	6	7

11. Particulars of Journey(s) performed by road between places connected by rail.

Name of place		Class to which entitled	Rail fare	
From	To		Rs.	P.

Certified that :

- The information as given above is true to the best of my knowledge and belief.
- That my spouse is not employed in Government service/that my spouse is employed in Government service and the concession has not been availed of by him/her separately for himself/herself or for any of the family members for the concerned block of years _____ to _____.
- That my spouse for whom LTC is claimed by me is employed in _____ (name) of the State/Union Territory/Public Sector Undertaking/Corporation/Autonomous Body etc.) which provided Leave Travel Concession facilities but he/she has neither preferred nor will prefer any claim on this behalf to his/her employer ; and
- That my spouse for whom LTC is claimed by me is not employed in any PSU/Corporation/Autonomous Body, finance wholly or

partly by the Central/State Government/Union Territory or Local Body which provides LTC facilities to its employees and their families.

Dated : _____ Signature of Government servant

PART 'B'

(To be filled in by the Office)

1. The net entitlement on account of Leave Travel Concession works to Rs. _____ (Rupees _____) as detailed below :—

(a) Railway/Air/Bus/Steamer fare _____ Rs. _____

(b) Less amount of advance drawn vide cash/Try. Voucher No. _____ dated _____ Rs. _____

Net amount (payable/refundable)= Rs. _____

2. The expenditure is debitable to Account Head—

(i) Budget allotment for the year Rs. _____

(ii) Expenditure including this bill Rs. _____

(iii) Balance available Rs. _____

Countersigned :

Controlling Officer (signature) Signature of Drawing and Disbursing Officer.

Certified that necessary entries have been made in the Service Book of Shri/Smt./Kumari _____

Signature of the Head of Office.

FORM 4**Register of LTC advances/adjustments and recoveries**

Name of the Official			
Designation			
Reference to order under which LTC sanctioned			
Amount of advance paid (with date of payment)			
Treasury/cash Voucher No. and date			
Amount of final claim			
Balance amount paid/recoverable			
Vr. No. and date (of adjustment)			
Outstanding amount			
Initial of D.D.O's			
Remarks			

FORM 5**Order**

Subject :—Sanction of LTC/LTC Advance in favour of
Shri/Smt._____.

Reference :_____.

1. Sanction is hereby accorded to the :
 - (a) Grant of LTC to_____ in favour of
Shri/Smt._____ Working as _____
in the office of _____ who shall
avail it from _____ to _____ for which
the _____ leave shall be sanctioned by the
competent authority separately ;
 - (b) Grant of an advance of Rs. _____
(90% of the estimated expenditure of Rs. _____
as per item 12 of Application (Form 2) for availing of the LTC.
2. The sanction for LTC has so far been accorded in favour of officials/
out of _____ officials during the current year of
Block _____.
3. The sanction shall be subject to the following terms and
conditions :—
 - (a) An entry shall be made in the Service Book of the official as
prescribed under Rule 16(1) and 16(2) of the J&K Civil Service
(LTC) Rules, 2019 ;
 - (b) The official shall submit the final LTC claim in Form 3 within
one month from the date of return journey after availing the
LTC ;
 - (c) The other conditions for grant of this concession shall be same
as laid down in J&K Civil Service (LTC) Rules, 2019.

(Sanctioning Authority)

- Note** :—(i) Copy of this sanction duly attested by the Drawing and Disbursing Officer shall be attached to this bill for advance drawal to be presented at the Treasury for payment/drawal of bill.
- (ii) The copies of this order shall be endorsed by the sanctioning authority to Accountant General, J&K, Head of the Department, Controlling Officer, Administrative Department and Concerned Officer invariably.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Travelling Allowance in favour of members of All India Services serving in the Union Territory of Jammu and Kashmir.

Government Order No. 494-F of 2019

Dated 20-12-2019.

It is hereby ordered that Travelling Allowance entitlements of the Members of All India Services, serving in the Union Territory of Jammu and Kashmir, shall be at par with Central Government Employees and shall be regulated in accordance with Office Memorandum No. 19030/1/2017-E.IV dated 13-07-2017 read with Office Memorandum of even No. dated 01-02-2018 issued by the Department of Expenditure, Ministry of Finance.

By Order of the Lieutenant Governor.

(Sd.) DR. ARUN KUMAR MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/02(2018)-UT-1279

Dated 20-12-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Payment of Dearness Allowance to Government employees continuing to draw their pay as per 5th CPC-revised rate effective from 01-07-2019.

Government Order No. 495-F of 2019

Dated 27-12-2019.

In continuation to Government Order No. 387-F of 2019 dated 10-07-2019, it is hereby ordered that Government employees continuing to draw their Pay as per 5th CPC, shall be paid Dearness Allowance as under :—

Existing Rate of DA	Revised Rate of DA	w.. e. f.
295% of Basic Pay	312% of Basic Pay	01-07-2019

- (i) The arrears on account of additional installment of DA from July, 2019 to November, 2019 shall be paid in cash in December, 2019 and shall form part of the monthly salary from December, 2019 onwards.
- (ii) The payment of Dearness Allowance involving a fraction of 50 paise and above shall be rounded to the next higher rupee and the fraction of less than 50 paise shall be ignored.

By order of the Lieutenant Governor.

(Sd.) DR. A. K. MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/24(2k)-IV-1113

Dated 27-12-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Payment of Dearness Allowance to Government employees continuing to draw their pay as per 6th CPC-revised rate effective from 01-07-2019.

Government Order No. 496-F of 2019

Dated 27-12-2019.

In continuation to Government Order No. 388/-F of 2019 dated 10-07-2019, it is hereby ordered that Government employees continuing to draw their Pay as per 6th CPC, shall be paid Dearness Allowance as under :—

Existing Rate of DA	Revised Rate of DA	w. e. f.
154% of Basic Pay	164% of Basic Pay	01-07-2019

- (i) The arrears on account of additional installment of DA from July, 2019 to November, 2019 shall be paid in cash in December, 2019 and shall form part of the monthly salary from December, 2019 onwards.
- (ii) The payment of Dearness Allowance involving a fraction of 50 paise and above shall be rounded to the next higher rupee and the fraction of less than 50 paise shall be ignored.

By order of the Lieutenant Governor.

(Sd.) DR. A. K. MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/24(2k)-IV-1112

Dated 27-12-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Payment of Dearness Allowance to Government pensioners/
family pensioners continuing to draw their pension/family
pension as per 6th CPC-revised rates effective from
01-01-2019 and 01-07-2019.

Government Order No. 497-F of 2019

Dated 27-12-2019.

In continuation to Government Order No. 409-F of 2018 dated
24-09-2018, it is hereby ordered that Government pensioners/family
pensioners continuing to draw their pension/family pension as per 6th
CPC, shall be paid Dearness Allowance as under :—

Existing Rate of DA	Revised Rate of DA per month	w. e. f.
148% of basic pension/ family pension	154% of basic pension/ family pension	01-01-2019
	164% of basic pension/ family pension	01-07-2019

- (i) The arrears on account of additional installment of DA from
January, 2019 to November, 2019 shall be paid in cash in
December, 2019 and shall form part of the monthly pension/
family pension from December, 2019 onwards.
- (ii) The payment of Dearness Allowance involving a fraction of
50 paise and above shall be rounded to the next higher rupee
and the fraction of less than 50 paise shall be ignored.

By order of the Lieutenant Governor.

(Sd.) DR. A. K. MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/24(2k)-IV-1307

Dated 27-12-2019.

Copy to the :—

1. Standard endorsements.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Revision of Rate of Interest on General Provident Fund and other similar funds.

Government Order No. 498-F of 2019

Dated 27-12-2019.

Pursuant to the notification F. No. 5(2)-b (PD)/2019 dated 21-10-2019 issued by the Department of Economic Affairs, Ministry of Finance, Government of India, it is hereby ordered that the accumulations of the credit of subscribers to General Provident Fund and other similar funds shall carry interest at rate of 7.9% (Seven point Nine per cent) for 3rd quarter of the financial year 2019-20 i.e. 1st October, 2019 to 31st December, 2019.

By order of the Lieutenant Governor.

(Sd.) DR. ARUN. KUMAR. MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. A/38(2017)- 1157

Dated 27-12-2019.

Copy to the :—

1. Standard endorsements.

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

Notification

Jammu, the 31st of December, 2019.

S.O.–58.—In exercise of the powers conferred under section 67 of the Jammu and Kashmir Reorganisation Act, 2019, the Lieutenant Governor, Union Territory of Jammu and Kashmir is pleased to delegate his financial powers for incurring Contingent expenditure and Miscellaneous expenditure to the Administrative Departments, Major Heads of Departments, Class-I Officers (Other Officers), Class-II and Class-III Officers, to the extent as indicated in Annexure-I, to this Notification.

2. The financial powers delegated are subject to the condition that all Codal Formalities shall be followed as per the provisions laid down in General Financial Rules (GFRs) read with the Jammu and Kashmir Reorganisation Act, 2019 and other instructions/orders/guidelines issued by Government of Jammu and Kashmir.

3. The list of Major Heads of Departments, Class-I Officers (Other officers), Class-II and Class-III Officers of the Union Territory of Jammu and Kashmir, in whose favour powers have been delegated, forms Annexure-II, to this notification.

By order of the Lieutenant Governor.

(Sd.) DR. A. K. MEHTA, IAS,

Financial Commissioner,
Finance Department.

No. : A/PS/DC/2019-1319

Dated 31-12-2019

Annexure-I to Notification S.O.-58 dated 31-12-2019

**Delegation of financial powers to Administrative Departments/Major Heads of Departments/
Class-I Officers (Other Officers)/Class-II and Class-III Officers for incurring contingent and
miscellaneous expenditure**

S. No.	Nature of powers	To whom delegated	Extent	Rules, Orders, Restrictions or scales subject to which the expenditure shall be incurred
1	2	3	4	5
1.	Unspecified items (Recurring)	Administrative Departments Major Heads of the departments Class-I Officers (Other officers) Class-II and Class-III Officer	Up to Rs. 10.00 lakhs per annum Up to Rs. 5.00 lakhs per annum Up to Rs. 30,000 per annum in each case Up to Rs. 30,000 per annum in each case	Subject to rules laid down in GFR 2017.

2.	Unspecified items (Non-Recurring)	Administrative Departments Major Heads of departments Class-I Officers (Other officers) Class-II and Class-III Officer	Up to Rs. 5.00 lakhs per annum in each case Up to Rs. 2.50 lakhs per annum in each case Up to Rs. 30,000 per annum in each case Up to Rs. 30,000 per annum in each case	Subject to rules laid down in GFR 2017.
3.	Purchase of bicycle for use of their own office as well as for their subordinate offices	Administrative Departments Major Heads of departments Class-I Officers (Other officers)	Full powers within budgetary limit	
4.	Repairs of bicycle	Administrative Departments Major Heads of departments Class-I Officers (Other officers)	Full powers within budgetary limit	

1	2	3	4	5
5.	Conveyance Hire	Administrative Departments Major Heads of departments Class-I Officers (Other officers) Class-II Officer Class-III Officer	Full powers within budgetary limit Up to Rs. 50,000 per month Up to Rs. 40,000 per month Up to Rs. 20,000 per month Up to Rs. 10,000 per month	
6.	Reimbursement of conveyance charges	Administrative Department Major Heads of departments Class-I Officers (Other officers) Class-II Officer & Class-III Officer	Up to Rs. 4,000 per month per person Up to Rs. 2,000 per month per person Up to Rs. 1,000 per month per person Up to Rs. 500 per month per person	
7.	Electricity, water charges, Gas other	Major Heads of departments	Full powers within budgetary limit	

	than LPG	Class-I Officers (Other officers) Class-II Officer Class-III Officer		
8.	Purchase of furniture	Major Heads of departments Class-I Officers (Other officers) Class-II Officer Class-III Officer	Full powers within budgetary limit	Subject to rules laid down in Chapter 6 Procurement of Goods and Services in GFR 2017.
9.	Repair of furniture	Major Heads of departments Class-I Officers (Other officers) Class-II Officers Class-III Officer	Full powers within budgetary limit	
10.	Freight and demurrage/ wharfage charges	Major Heads of departments Class-I Officers (Other officers) Class-II Officers	Full powers within budgetary limit	

1	2	3	4	5
11.	Hiring of office furniture, electric fans, heaters, coolers, clocks etc.	Major Heads of departments Class-I Officers (Other Officers) Class-II Officers Class-III Officers	Full powers within budgetary limit	
12.	Legal charges	Major Heads of departments Class-I Officers (Other officers) Class-II Officers Class-III Officers	Full powers within budgetary limit	Subject to the principles and rates laid down by Law Department.
13.	Maintenance upkeep and repair of vehicles	Administrative Department Major Heads of departments Class-I Officers (Other officers) Class-II Officer	Full powers within budgetary limit Up to Rs. 15,000/- per annum per vehicle Up to Rs. 15000/- per annum per vehicle	

		Class-III Officer	Up to Rs. 15000/- per annum per vehicle	
14.	Condemnation of vehicle	Administrative Department	Full powers	Subject to the fulfilment of norms.
15.	Municipal rates and taxes	Major Heads of departments	Full powers within budgetary limit	
		Class-I Officers (Other officers)		
		Class-II Officers		
		Class-III Officers		
16.	Execution of repairs and day to day maintenance of Govt. buildings	Administrative Departments	Full powers within budgetary limit, if the work is executed through Public Works Department.	In exercising these powers, the provision of rules 132 and 140 of the General Financial Rules, 2017 shall be observed.
		Major Heads of departments	Full powers within budgetary limit, if the work is executed through Public Works Department.	
		Class-I Officers (Other officers)		

1	2	3	4	5
17.	Postal and telegraph charges	Administrative Departments Major Heads of departments Class-I Officers (Other Officers) Class-II Officers Class-III Officers	Full powers within budgetary limit	
18.	Printing and Binding through Government Press	Administrative Departments Major Heads of Departments Class-I Officers (Other Officers) Class-II Officers Class-III Officers	Full powers within budgetary limit	
19.	Printing and Binding through Local Private Agencies	Administrative Departments Major Heads of departments	Up to Rs. 20,00,000 per annum Up to Rs. 5,00,000 per annum	Subject to rules laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017.

		Class-I Officers (Other officers)	Up to Rs. 2,00,000 per annum		
		Class-II Officers	Up to Rs. 1,00,000 per annum		
		Class-III Officers	Up to Rs. 50,000 per annum		
20.	Publication (i) Official publication	Administrative Departments Major Heads of departments Class-I Officers (Other officers) Class-II Officers Class-III Officers	Full powers within budgetary limit		Subject to rules laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017.
	(ii) Non-Official publication including books also	Administrative Departments Major Heads of departments Class-I Officers (Other officers) Class-II Officers Class-III Officers	Full powers within budgetary limit		Subject to rules laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017.

1	2	3	4	5
	(iii) Advertisements in Newspaper	Administrative Departments Major Heads of Departments Class-I Officers (Other Officers) Class-II Officers Class-III Officers	Full powers within budgetary limit	Through Information Department only.
21.	To sanction rent for accommodation of Offices and other public institutions in private Buildings required for non-residential purposes outside J&K when no Govt. accommodation is available	Administrative Department	Full powers	Rent is recommended to be reasonable by Executive Engineer of the concerned locality in which accommodation has been hired and the agreement of the Finance Department has been obtained.
22.	To sanction rent for accommodation of	Major Heads of the Department	Full powers	Subject to the condition that the rent is recommended by District

	Offices and other public institutions in private buildings required for non-residential purpose			Level Rent Assessment Committee.
23.	To sanction rent for private accommodation hired for residential purpose when suitable Govt. building is not available	Class-I & Class-II Officers General Administration Department (Estates)	Full powers within budgetary limit	Subject to the following conditions :— (1) Rent is recommended by Rent Assessment Committee. (2) Hiring of accommodation at the rent recommended by committee is approved by LG in coordination.
24.	Repair to and removal of Machinery (Where the expenditure is not of capital nature)	Administrative Departments Major Heads of departments Class-I Officers (Other officers)	Full powers within budgetary limit	

1	2	3	4	5
25.	To grant rewards	Administrative Departments	Full powers within budgetary limit	As per the guidelines issued by the F. D. from time to time.
26.	To sanction fluctuating expenditure in meeting allowances of sweepers for part time service.	Administrative Departments Major Heads of departments Class-I Officers (Other Officers) Class-II Officers & Class-III Officers	Full powers within budgetary limit	Subject to the rates approved by the Government from time to time.
27.	Purchase of stationery articles	Administrative Departments Major Heads of departments Class-I Officers (Other officers) Class-II Officer & Class-III Officer	Full powers within budgetary limit	Subject to rules laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017.

28.	Local purchase of petty stationery stores	Administrative Departments Major Heads of departments Class-I Officers (Other Officers) Class-II Officers Class-III Officers	Full powers within budgetary limit Up to Rs. 50,000 per annum Up to Rs. 50,000 per annum Up to Rs. 50,000 per annum	Subject to rules as laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017.
29.	Stores required for petty works (repairs etc.)	Administrative Departments Major Heads of departments	Full powers within budgetary limit	Subject to the following conditions that : (i) Sanction of competent authority for executing the work carries with it, sanction for incurring necessary expenditure on the purchase of stores required for the work. (ii) Rules as laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017.

1	2	3	4	5
30.	Other Stores i. e. stores required for working of an establishment, instruments, equipments and apparatus	Administrative Departments Major Heads of Departments Class-I Officers (Other Officers) Class-II Officers	Full powers within budgetary limit Up to Rs. 50,000 per annum Up to Rs. 30,000 per annum	Subject to rules as laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017.
31.	Purchase of Dietary articles/clothing and other items for day-to-day use of Government hospitals	Administrative Departments Major Heads of Departments Class-I Officers (Other officers) Class-II Officers	Full powers within budgetary limit Up to Rs. 10,000 at a time	Subject to rules laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017.
32.	Supply of uniforms	Administrative Departments	Full powers within budgetary limit	As per the guidelines issued by F. D. from time to time.

		Major Heads of Departments Class-I Officers (Other Officers) Class-II Officers & Class-III Officers		
33.	To sanction Telephone connections for public offices and institutions and residences of Govt. Officers.	General Administration Department (Estates)	As per sanction of Telephone sanctioning committee	
34.	To sanction telephone charges	Administrative Departments Major Heads of Departments Class-I Officers (Other Officers) Class-II Officers & Class-III Officers	Full powers within budgetary limit	
35.	Tents and camp furniture	Major Heads of the Department Class-I Officers	Full powers within budgetary limit	

1	2	3	4	5
		(Other officers) Class-II Officers		
36. Purchase of office automation equipment like photocopier, fax machine, telephone apparatus, computer, laptop, printer etc.		Administrative Departments	Full powers within budgetary limit	Subject to rules as laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017, and obtaining of concurrence from F. D. if the expenditure exceeds Rs. 20,00,000.
		Major Heads of Departments		Subject to rules as laid down in Chapter 6 Procurement of Goods and Services in GFR, 2017, and obtaining of concurrence from F. D. if the expenditure exceeds Rs. 10,00,000.
		Class-I Officers (Other officers)	Up to Rs. 2.00 lakhs per annum	
		Class-II Officers & Class-III Officers	Up to Rs. 2.00 lakhs per annum	

37.	Hire and maintenance of all kinds of computers/office equipments	Administrative Departments Major Heads of Departments Class-I Officers (Other Officers) Class-II & Class-III Officers	Full powers	The expenditure on the maintenance (including repairs), upkeep when the work is entrusted to a 'Public Sector Undertakings' and hire for block time in case of exigency faced by breakdowns, erratic power supply, non-availability of computer spares of special nature at short notice, etc., when time bound work has to be completed, shall be incurred subject to general or special instructions issued by the Department of Finance/ Information Technology Department from time to time in this behalf.
38.	Sanction of G. P. Fund Advance	Administrative Departments Major Heads of Departments	Full powers (Ordinary, Special and non-refundable GPF withdrawal) Full powers (Ordinary, Special and non-	As per provision laid down in "General Provident Fund (Central Services) Rules, 1960.

1	2	3	4	5
		Class-I Officers (Other Officers) Class-II Officers & Class-III Officers	refundable GPF withdrawal) Full powers (Ordinary, GPF Advance)	
39.	To sanction House Building Advance	Administrative Departments	Full powers	As per the guidelines issued by the F. D. from time to time.
40.	To sanction an allowance to Orderlies who handle Gestetner Machines in addition to their own duties	Administrative Departments Major Heads of Departments	Full powers within budgetary limit	As per the guidelines issued by the F. D. from time to time.
41.	To incur expenditure on service postage stamps for use in office	Administrative Departments Major Heads of Departments Class-I Officers	Full powers within budgetary limit	

		Other officers Class-II & Class-III Officers		
42.	Cost of Petrol, Oil and Lubricant for Departmental vehicle	Administrative Departments Major Heads of Departments Class-I Officers (Other Officers) Class-II & III Officers	Full powers within budgetary limit	
43.	To sanction expenditure on account of refreshment charges in favour of Government employees participating in All India Service Tournaments	Administrative Departments Major Heads of Departments	Full powers within budgetary limit	As per the guidelines issued by the F. D. from time to time.
44.	To grant compensation to Govt. employees under the Workmen's Compensation Act	Administrative Departments	Full powers	In accordance with the rules framed by Government from time to time.

1	2	3	4	5
45.	To sanction expenditure on entertainment under the unit, 'News Service and Briefing of Correspondents'	Information Departments	Full powers within budgetary limit	As per the guidelines issued by the F. D. from time to time.
46.	To sanction reimbursement of expenses incurred under Employees State Insurance Scheme (ESI Corporation of India)	Labour Departments	Full powers within budgetary limit	
47.	To sanction refreshment charges in favour of employees on following occasions :— (i) During sessions of Legislature (ii) Budget Formation (iii) Plan formulation	Administrative Departments	Full powers within budgetary limit	As per the guidelines issued by the F. D. from time to time.
		Major Heads of departments Class-I Officers (Other Officers)		

	(iv) Conduct of elections (v) During Cabinet meeting			
48. To sanction the grant of scholarship in Govt. Colleges and Schools	<p>Education Departments Head of the Institution</p> <p>Provincial Joint Directors of School Education</p> <p>Chief Education Officers</p>	<p>In respect of the students in Colleges</p> <p>In respect of the students in High/Higher Secondary schools.</p> <p>In respect of the students in Middle Classes studying in schools other than High/Higher Secondary</p>	<p>As per the guidelines issued by the F. D. from time to time.</p>	
49. Outsourcing of staff (Cook, Driver, etc.)	<p>Administrative Departments</p> <p>Major Heads of Departments</p>	<p>Full powers within budgetary limit</p>	<p>Subject to obtaining of concurrence from Finance Department.</p>	

Annexure-II to Notification S.O.-58 Dated 31-12-2019

CLASSIFICATION OF OFFICERS

Major Heads of Departments

1. Chief Secretary.
2. Advocate General.
3. Financial Commissioner.
4. Principal Secretary to Government.
5. Principal Secretary to Lt. Governor.
6. Principal Secretary to Chief Minister.
7. Commissioner/Secretary to Govt./Secretary to Govt. independent charge of a Department.
8. Financial Commissioner, Coordination, New Delhi.
9. Commissioner of Vigilance.
10. Chief Electoral Officer.
11. Registrar General High Court.
12. Resident Commissioner, J&K Govt., New Delhi.
13. Press and Publicity Advisor to the Chief Minister.
14. Director, IMPA.
15. Establishment Member Public Service Commission.
16. Chairman Subordinate Service Selection Board.
17. Chairman, J&K Special Tribunal.
18. Director General of Police/Additional DG of Police.
19. Director General of Prisons/Additional DG of Prisons.
19. Director General/Additional DG Fire and Emergency Services.
20. Director General/Additional DG Home Guards & Civil Defence.

21. Director General, Accounts and Treasuries.
22. Inspector General of Police/Prisons/Traffic/Telecom and other Inspector Generals.
23. Deputy Director, General/Director, NCC J&K.
24. Director, Forensic Science Laboratory.
25. Director, Sainik Welfare.
26. Director, Economic and Statistics.
27. Director, Information Department.
28. Chief Project Engineers of Major Hydel Projects.
29. Financial Advisor and Chief Accounts Officer, Power Projects and Flood Control Department.
30. Development Commissioner, Power Development Department.
31. Director General, Youth Services and Sports.
32. Project Director, J&K Sainik School, Manasbal.
33. Director, Technical Education.
34. Directors School Education, Jammu/Srinagar.
35. Principal, Govt. College of Engineering and Technology.
36. Principal of Degree Colleges.
37. Director, Colleges.
38. Excise Commissioner.
39. Sales Tax Commissioner.
40. Director General, (Funds Organization).
41. Director General, (Audit and Inspection).
42. Director General, (Budget), Finance Department.
43. Director General, (Codes), Finance Department.

44. Director Institutional Finance and Resources, Finance Department.
45. Secretary, Legislative Assembly.
46. Director, Accounts and Treasuries Kashmir/Jammu
47. Director, Industries and Commerce.
48. Director, Geology and Mining.
49. Director, Handicrafts.
50. Director, Handlooms Development Department.
51. Director, Sericulture.
52. Registrar Co-operative Societies.
53. Director Agriculture.
54. Director Horticulture.
55. Director Soil Conservation.
56. Director Animal Husbandry.
57. Director Sheep Husbandry.
58. Financial Commissioner (Revenue).
59. Divisional Commissioner.
60. Relief Commissioner (Migrant).
61. District Development Commissioner.
62. Custodian General.
63. Commissioner Agrarian Reforms.
64. Director Food and Supplies.
65. All Chief Engineers (Electrical, R&B, Irrigation, Public Health, Designs and Planning, Flood Control, Stores Procurement, Mechanical, UEED etc.).
66. Chief Town Planner.

67. Development Commissioner Works.
68. Director Stores and Procurement Department.
69. Chief, Architect.
70. Director Health Services.
71. Drugs Controller.
72. Principal Medical College, Jammu/Srinagar.
73. Director Institute of Medical Sciences, Srinagar (SKIMS).
74. Principal, SKIMS Medical College, Srinagar.
75. Principal, Dental College, Srinagar.
76. Principal, Government Dental College, Jammu.
77. Administrator, Associated Hospitals, Srinagar/Jammu.
78. Director, Indian System of Medicines.
79. Director, Family Welfare, MCH and Immunisation.
80. Director, Social Welfare.
81. Director, Tourism, Kashmir/Jammu.
83. Director, Gardens and Parks/Floriculture.
84. Director, Motor Garages.
85. Principal Chief Conservator of Forests/Addl. PCCF.
86. Chief Conservator of Forests.
87. Chief Wildlife Warden.
88. Director, Environment and Remote Sensing.
89. Director, Forest Institute.
90. Project Director, Social Forestry Project.
91. Chairman, Pollution Control Board.
92. Director, Hospitality and Protocol.

93. Labour Commissioner.
94. Director, Stationery and Civil Supplies.
95. Director, Employment.
96. General Managers, Govt. Presses, Jammu/Srinagar.
97. Development Commissioner, Fisheries.
98. Director, Fisheries.
99. Transport Commissioner.
100. Director, Local Bodies.
101. Settlement Commissioner
102. Chief Executive Officer, Pahalgam Development Authority.
103. Chief Executive Officer, Gulmarg Development Authority.
104. Chief Executive Officer, Patnitop Development Authority.
105. Director, Horticulture (Planning and Marketing).
106. Director, Estates.
107. Director, Local Fund Audit and Pensions.
108. Chief Executive Officer, Sonamarg.
109. Chief Executive Officer, Kokernag.
110. Chief Executive Officer, Lakhanpur-Sarthal.
111. Chief Executive Officer, Bhaderwah.
112. Chief Executive Officer, Kishtwar.
113. Chief Executive Officer, Poonch.
114. Chief Executive Officer, Verinag.
115. Chief Executive Officer, Aharbal.
116. Chief Executive Officer, Yousmarg.
117. Chief Executive Officer, Wullar-Manasbal.

118. Chief Executive Officer, Surinsar-Mansar.
119. Chief Executive Officer, Lohlab-Bangus-Drangyari.
120. Chief Executive Officer, Tosa-Maidan.
121. Director, Command Area Development, Kashmir.
122. Director, Command Area Development, Jammu.
123. Director, Rural Development, Kashmir.
125. Director, Rural Development, Jammu.
126. Director, Rural Sanitation, J&K.
127. Commissioner, Food Safety, J&K.
128. Director, Libraries and Research, J&K.
129. Director, Archives, Archeology & Museums, J&K.
130. Principal, Government Medical College, Anantnag/Baramulla/
Doda/Kathua/Rajouri.

**CLASS-I OFFICERS
(OTHER OFFICERS)**

1. Secretary to Govt. (not being independently incharge of a Department).
2. Special Secretary and Additional Secretary to Govt.
4. Secretary, Trade Commission.
5. Secretary, J&K Public Service Commission.
6. Registrar, Special Tribunal.
7. Secretary, Service Selection Recruitment Board.
8. Director-cum-Pilot, Civil Aviation Wing.
9. Deputy Inspector General of Police.
10. Deputy Inspector General of Prisons.
11. NCC Group Commander.
12. DIG (Ranges).
13. Director, Defence Labour Procurement Department.
14. Director, Forensic Science Laboratory.
15. Joint Director, J&K Fire Services.
16. Zilla Sainik Welfare Officer.
17. Director, Sher-i-Kashmir Police Academy, Udhampur.
18. Joint Director, Evaluation and Statistics.
19. Director, Audio Visual Division.
20. Joint Director, Press and Publication, Information Department.
21. Joint Director, Audio Visual Division, Information Department.
22. Joint Director, Planning and Administration, Information Deptt.
23. Chief Public Relation Officer, Kashmir Bureau of Information, New Delhi.

24. Principal, Polytechnic.
25. Joint Director, Education.
26. Principal, J&K Institute of Education.
27. Editor, Gazetteers Unit.
28. Principal, College of Physical Education.
29. Principal, Northern Zonal Accountancy Training Institute, Jammu.
30. Principal, Accountancy Training School, Srinagar
31. Examiner Local Fund Audit.
32. Deputy Sales Tax Commissioner (Appeals).
33. Deputy Director Funds Organisation.
34. Director Finance (Special Scale Officers), Financial Advisor/Chief Accounts Officer (Selection Grade Officers), Sadder Treasury Officer, Srinagar/Jammu.
35. Registrar, High Court.
36. District and Session Judges, District Magistrate and Additional District Magistrate.
37. Director, Litigation, Srinagar/Jammu.
38. Joint Director Industries.
39. Director, Sericulture Development Department, Jammu/Srinagar.
40. Director (Research) Sericulture Dev. Department.
41. Joint Director Handicrafts.
42. Mining Engineers.
43. Chief Drilling Engineers.
44. Joint Director/Dy. Director, Floriculture.
45. General Managers, Industries Centres.
46. Director Extension and Training Sericulture Department.

47. Joint Director, Handlooms.
48. Joint Director, Geology and Mining.
49. Deputy Director, Geology and Mining.
50. Additional Registrar, Co-operatives.
51. Joint Director, Agriculture.
52. Director, Rakh and Farms.
53. Maize Breeder.
54. Joint Registrar, Co-operative Societies.
55. Joint Director, Agriculture Multiple Cropping.
56. Deputy Director Horticulture.
57. Agriculture Research Engineers.
58. Rice Specialist.
59. Soil Survey Officer.
60. Agriculture Chemist.
61. Entomologist.
62. Vegetable Specialist.
63. Agronomist.
64. Agriculture Botanist.
65. Geneticist.
66. Deputy Director Training.
67. Wheat Breeder.
68. Deputy Director Agriculture.
69. Agrostologist.
70. Superintending Engineer, Engineering Wing, Agriculture Deptt.
71. Deputy Director, Marketing (Horticulture, Planning and Marketing).

72. Mushroom Specialists.
73. Director (Provincial), Fire and Emergency Services.
74. Plant Pathologist (Apple Scab).
75. Deputy Director Animal Husbandry.
76. Manager Cattle Breeding Farm.
77. Poultry Project Officer.
78. Deputy Director Sheep Husbandry.
79. Deputy Director Animal Husbandry.
80. Deputy Director Poultry.
81. Deputy Director Research Animal Husbandry Department.
82. Project Officer Intensive Cattle Development.
83. Deputy Director Poultry Marketing Jammu/Kashmir.
84. Poultry Geneticist Jammu/Kashmir.
85. Poultry Nutritionist.
86. Manager Exotic Cattle Breeding Farm Mansbal.
87. Joint Director Sheep Husbandry Department.
88. Joint Director Animal Husbandry Department.
89. Project Director, Live Stock Production Programme, Baramulla, Jammu/Srinagar.
90. Director Land Records.
91. Director of Consolidation.
92. Special Officer Auqaf.
93. Deputy Commissioners.
94. Additional Commissioners.
95. Superintending Engineer, Electric, R&B, Irrigation, Public Health, Designs and Planning, Flood Control, Mechanical & UEED.

96. Senior Drilling Engineer of Geology and Mining Department.
97. Deputy Development Commissioner (Works), Jammu/Srinagar.
98. Senior Architect.
99. Superintendents of Hospitals.
100. Deputy Director Health Services.
101. Superintendents of Nursing Homes.
102. Principal Ayurvedic College.
103. J&K T. B. Officer.
104. Joint Director Health Services.
105. Controller Stores, Health and Family Welfare Medical Education Department.
106. Research Officer, Vaccine.
107. Joint Director (Adm.), SKIMS.
108. Medical Superintendent, SKIMS.
109. Chief Hospital Engineer, SKIMS.
110. Deputy Director Indian System of Medicines.
111. Deputy Controller Drugs and Food Organisation.
112. Project Chief, Integrated Watershed Dev. Project (IWDP) Hills.
114. Conservator of Forests.
115. Soil Conservation Officer.
116. Director Forest Protection Force.
117. Joint Director Fisheries.

118. Chief Aquaculture Engineer.
119. Assistant Commissioner Dev. (Rural Development).
120. Joint Transport Commissioner.
121. Regional Transport Officer, Jammu/Srinagar.
122. Joint Director Field Survey Organisation.
123. Joint Director Town Planning Organisation.
124. Director Urdu Co-ordination Cell.

Annexure-II to Notification, S.O.-58 Dated 31-12-2019

CLASS-II OFFICERS

1. Deputy Secretaries to Government.
2. Deputy Director Estates.
3. Trade Agents.
4. Deputy Comptroller Governor's House-hold.
5. Unit Commanders National Cadet Corps.
6. Assistant Inspector General of Police/SSP/Superintendent of Police.
7. Secretary, Advisory Board (Maintenance of Internal Security Act, etc.).
8. Deputy Director J&K Fire Services.
9. Superintendent Central Jails Srinagar/Jammu.
10. Deputy Director Statistics.
11. Chief Planning Officers.
12. Principal Information Officers.
13. Assistant Director, Research and Publications.
14. Assistant Directors of Information, Jammu/Kashmir.
15. Public Relation Officer, Kashmir Bureau of Information, New Delhi.
16. Executive Engineers Electric.
17. Research Officer, Incharge Hydraulic Research Station, Jammu and Irrigation Laboratories Jammu and Kashmir.
18. Deputy Director Industrial Training Institute.
19. Principals of District Institutes of Education.
20. Deputy Directors, Archives, Library, Archaeology and Museums.

21. Divisional Youth Welfare Officer.
22. Principal, Industrial Training Institute.
23. Chief Education Officers.
24. Provincial Social Education Supervisors, Social Education Department.
25. Deputy Director Technical Education.
26. General Treasurer.
27. Institutional Finance and Resources Officer, Finance Department.
28. District Treasury Officer/Treasury Officer, Additional Treasury—Srinagar/Jammu.
29. Deputy Director Audit and Inspections.
30. Sub-Judges.
31. Deputy Registrar High Court.
32. Deputy Director Handlooms.
33. Geologist Grade-I.
34. Development Officer Sericulture Dev. Department.
35. Deputy Director Handicrafts (Trainings).
36. General Manager Massive Craft Scheme.
37. Deputy Director Quality Control.
40. Chemical Examiner.
41. Principal Extension Training Centre.
42. Deputy Registrars of Co-operative Societies.
43. Manager Padgampura Farm.
44. Agriculture Engineer.
45. Farm Manager, Seed Multiplication Farm, Chinor.
46. Manager-cum-Chemist (Horticulture Deptt.).

47. District Horticulture Officers.
48. Project Officer Multiple Cropping.
49. Junior Agronomist (All India Coordinator Potato Dev. Programme).
50. Chief Agriculture Officers.
51. Potato Development Officers.
52. Floriculturists.
53. Executive Engineer, Engineering Wing, Agriculture Department.
54. Agriculture Development Officer.
55. Assistant Director, Horticulture Planning and Marketing.
56. Area Marketing Officer (Horticulture, Planning and Marketing).
57. Vegetable Development Officers.
58. Planning Officer Co-operative Department.
59. Divisional Seed Certification Officer (Agriculture Dev.)
60. Seed Analyst, Jammu/Srinagar, Agriculture Department.
61. Mushroom Development Officer, Jammu/Kashmir Agriculture Department.
62. Assistant Agrostologist.
63. Manager, Plant Protection Workshop and Stores, Srinagar/Jammu.
64. Chief Animal Husbandry Officer.
65. Veterinary Disease Investigation Officer PDO/LBO.
66. Poultry Development Officer.
67. Assistant Project Officer Sheep Husbandry Department.
68. Development Officer, DPAP (Sheep), Doda.
69. Manager, Poultry Farm Srinagar.

70. Animal Husbandry Extension Officer, Publicity Wing, Jammu.
71. Poultry Marketing Officer, Jammu/Srinagar.
72. Manager Rearing Space, Jammu/Srinagar.
73. Dairy Development Officer.
74. Deputy Director, Food and Fodder Programme, Animal Husbandry Department.
75. Superintendent Sheep Breeding Farm.
76. Project Officer Intensive Development Sheep.
77. Research Officer Disease Investigation Sheep.
78. Sheep and Wool Development Officers.
79. Settlement Officers.
80. Deputy Controller Weights and Measures.
81. Assistant Settlement Officers.
82. Assistant Commissioners
83. Principals, Revenue Training School, Jammu and Srinagar.
84. Settlement Officer (Consolidation).
85. Sub-Divisional Officers of the Revenue Department.
86. Deputy Director, Food and Supplies.
87. Deputy Director, Mechanical and Stores Department.
88. Chief Designer, Handicrafts.
89. Executive Engineers, R&B.
90. Executive Engineers, Mechanical and Stores.
91. Drilling Engineer of Geology and Mining Department.
92. Architect.
93. Town Planner.

94. Assistant Executive Engineer.
95. Joint Director (Works).
96. Chief Executive Officer, Project Organisation, Pahalgam and Gulmarg.
97. Divisional Architect.
98. Executive Engineer, Electric/Mechanical SKIMS, Srinagar.
99. Senior Resident, SKIMS, Srinagar.
100. Administrative Officer, Associated Hospitals, Srinagar/Jammu.
101. Operation Research Officer, SKIMS, Srinagar.
102. Academic Registrar, SKIMS, Srinagar.
103. Area Development Officers.
104. Project Officer, Rehber-I-Sehat, Ganderbal Block, Health and Family Welfare and Medical Education Department.
105. Chief Librarian, SKIMS, Srinagar.
106. Executive Hospital Engineers (Electronics), SKIMS, Srinagar.
107. Deputy Controller Stores, Health and Family Welfare and Medical Education Department.
108. Stores Purchase Officer, SKIMS, Srinagar.
109. Administrative Officer, SKIMS, Srinagar.
110. Principal, Regional Family Planning Training Centre.
111. Medical Officer, Incharge of Centrally Sponsored and Aided Scheme namely :—
 - (i) Leprosy Control Programme ;
 - (ii) Eradication of Small Pox ;
 - (iii) Family Planning Programme ;
 - (iv) B.C.G. Programme ;

- (v) Trachoma Pilot Project ;
 - (vi) Health Education Bureau ; and
 - (vii) Anti V. D. Programme.
112. Deputy Superintendents of City Hospitals and C. D. Hospitals.
 113. Deputy Superintendent, SKIMS Hospital, Srinagar.
 114. Malariologist.
 115. District Medical Officers.
 116. Assistant Director, Health Services (Indian Medicines).
 117. Special Officer for Special Programme for Nutrition for Children.
 118. Programme Officer/Deputy Director, Social Welfare Department.
 119. Executive Engineer, UEED.
 120. Deputy Director Tourism.
 121. Garden Keepers Parks and Gardens.
 122. Deputy Director Botanist, Parks and Gardens.
 123. Regional Wildlife Warden.
 124. Joint Director Integrated Water Shed Project.
 125. Deputy Director IWDP.
 126. Chief Executive Officer.
 127. Regional Director Pollution Control Board.
 128. Member-Secretary Pollution Control Board.
 129. Deputy Director Pollution Control Board.
 130. Joint Director Forest Protection Force.
 131. Deputy Director Forest Protection Force.
 132. Divisional Forest Officer.
 133. Deputy Conservator of Forests.

134. Executive Engineers Irrigation.
135. Executive Engineers Flood Control, Designs and Planning.
136. Executive Engineers Public Health.
137. Deputy Director Hospitality and Protocol.
138. District Employment Officer.
139. Deputy Director Central Employment Department.
140. Deputy Director Youth Employment, Information Centre, Srinagar/
Jammu.
141. Joint Director/Deputy Director, Employment.
142. Deputy Labour Commissioner.
143. Deputy Director/Chief Project Officers, Fisheries.
144. Aquaculture Engineer.
145. Project Officer District Rural Dev. Agency.
146. District Panchayat Officer.
147. Deputy Directors, Motor Garages.
148. Superintendent National Sample Survey.
149. Toshakhana Officers.
150. Deputy Director Field Survey Organisation.
151. Chairman, Divisional Debt Consultation Board, Jammu/Srinagar.
152. Land Scape Architect Project Organisation Soura.
153. Deputy Registrar Special Tribunal.

Annexure-II to Notification S.O.-58 dated 31-12-2019

CLASS-III OFFICERS

1. Under Secretary to Govt.
2. Administrative Officer.
3. Superintendent of District Jails (other than Srinagar and Jammu).
4. Assistant Directors Fire Services.
5. Deputy Superintendent of Police.
6. Assistant Director Statistics.
7. Revenue Officer Power Development Department.
8. Assistant Director Physical Education.
9. Officer Incharge Industrial Training Institute.
10. Principals Higher Secondary Schools (10+2).
11. Assistant Director Archives, Archaeology and Museum.
12. District Youth Welfare Officers.
13. Accounts Officer.
14. Excise and Taxation Officers.
15. Public Prosecutors/Addl. Public Prosecutors.
16. Sub-Registrars.
17. Munsiffs.
18. Manager, Govt. Central Market, Srinagar.
19. Manager, Industrial Estates.
20. Factory Chemists.
22. Inspectors of Factories.
23. Assistant Director Handlooms.
24. Assistant Director Handicrafts.

25. Sr. Manager, Massive Craft Scheme.
26. Deputy Director of Sericulture Dev. Department.
27. Manager, Industries Centres.
28. Manager Seed Sericulture Dev. Department.
29. Geologist Grade-II.
30. Manager Plant Protection Workshop and Stores (Distt. Level).
31. Garden Assistant.
32. Economists, Horticulture, Planning and Marketing.
33. Assistant Soil Chemist, Soil Testing Laboratory.
34. Information Publicity Officer (Horticulture Department).
35. Principal, Malies Training Class.
36. Officer Incharge, Tea Cultivation.
37. Assistant Horticulturists.
38. Zonal Education Officer/Headmaster.
39. Zonal Agriculture Production Officer.
40. Superintendent Gardens, Agriculture Department.
41. Assistant Registrar Co-operatives.
42. Field Manuring Officer.
43. Assistant Plant Protection Officer.
44. Officer Incharge Mechanised Farm Nandpur.
45. Crop Botanist.
46. Mycologist.
47. Veterinary Inspectors.
48. Liver Fluke Control Officers Agriculture Department.
49. Livestock Dev. Officers Animal Husbandry Department.

50. Hill Cattle Development Officer.
51. Chief Executive Officer, Emergency Relief Organisation.
52. Consolidation Officers.
53. Tehsildars.
54. Provincial Assistant Controllers of Weights and Measures.
55. Officer Incharge Border Area Land Reclamation.
56. Assistant Director Food and Supplies.
57. Assistant Architect.
58. Assistant Town Planner.
59. Assistant Engineers.
60. Chief B. C. G. Officer.
61. Epidemiologists.
62. Veneriologists.
63. Asstt. Director, Health Services (Small Pox Project Scheme).
64. Nutrition Survey Officer.
65. Malaria Officer.
66. Deputy Superintendents of City Hospital and C. D. Hospital
except Deputy Superintendent, SMHS Hospital, Srinagar.
67. Drug Analyst.
68. Assistant District Medical Officer (Indian Medicine).
69. District Family Planning Officers.
70. Medical Officers (Assistant Surgeons), Incharge Primary Health
Centres.
71. Assistant Director (Crafts) Social Welfare Department.
72. Project Officers Community Projects/District Social Welfare
Officer/CDPOs/Assistant Director, Social Welfare Department.

73. Tourist Officer, Katra.
74. Assistant Director Gardens and Parks.
75. Assistant Director Tourism.
76. Officer Incharge Floriculture.
77. Assistant Wildlife Warden.
78. Assistant Director Forest Protection Force.
79. Assistant Soil Conservation Officer.
80. Assistant Research Officer, Irrigation, Research Laboratories.
81. Superintendents/Assistant Controller, Stationery and Supplies Department, Jammu/Srinagar.
82. Assistant Labour Commissioner.
83. Assistant Director/Sr. Project Officer, Fisheries.
84. Assistant Aquaculture Engineers.
85. Block Development Officers.
86. Block Medical Officers.
87. Administrative Officer, J&K, SRTC.
88. Works Manager/Parts Managers, J&K SRTC.
89. Assistant Regional Transport Officer.
90. Central Checking Officer, J&K SRTC.
91. Public Analyst.
92. Supervisors, National Fitness Corps., Jammu/Srinagar.
93. Senior Project Officer/Asstt. Director, Fisheries.