




**Government of Jammu & Kashmir**  
**DIRECTORATE OF SCHOOL EDUCATION JAMMU**

**Sub: Public grievance redressing -----instructions thereof:**

**ORDER NO: - 470 - DSEJ OF 2015**  
**DATED: 29-08-2015.**

- It is notified for the information and facilitation of the general public that:
- (1) Public meeting/grievance redressing hours with the Director shall be **every Wednesday, Thursday and Friday, 3 PM to 5 PM** on working days for those desiring to be heard in person.
  - (2) The complaint register and visitors register are available at the reception desk on the ground floor. All the visitors are required to enter their particulars, time and purpose of visit at the reception.
  - (3) Those desiring to lodge complaint in confidential manner may deposit the complaint in the complaint box at the reception. The online complaint can also be registered at *dsejammu@yahoo.in* and *hellodsej@gmail.com*
  - (4) The applications/documents must be deposited in **Room No. 23, Ground Floor of the Directorate** against dated receipt daily during working hours.
  - (5) Public is requested not to approach any section /official directly.

  
(Smita Sethi) KAS  
Director School Education  
Jammu

NO: DSEJ/ 21651-70

Dated: 29-08-2015. 29/8

Copy to the:-

1. **Jt.** Director Information & PR for information with the request to publish the circular in leading daily news papers for wide publicity.
2. Joint Director (SSA/EE/Trgs) for information.
3. Chief Accounts Officer of this Directorate for inf.
4. Chief Education Officers of Jammu Division \_\_\_\_\_ (all) for inf.
5. Dy. Director (Planning) for information & n/a.
6. Assistant Director (SSA) for information & n/a.
7. All Section Heads of this Directorate for information & n/a.
8. Notice Board for information of general public.



**Government of Jammu and Kashmir**  
**DIRECTORATE OF SCHOOL EDUCATION JAMMU**

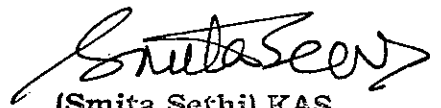
**CIRCULAR NO: 31 -DSEJ of 2015**  
**DATED: 31-8-2015**

Whereas, circular instructions have been issued by the Administrative Department vide **No. Edu/Gen/71/part/2015 dated: 3-8-2015** regarding ban on transfers and postings of teaching faculty during mid session and accordingly this office vide **No. DSEJ/Gen/18333-43 dated: 5-8-2015** endorsed the directions to all the Chief Education Officers of Jammu Division, and;

Whereas, it has been observed that inspite of above mentioned circular instructions, many Masters/Lecturers are approaching the Directorate for their transfer/postings, and;

Whereas, this office has notified that in case of any grievance, the officials of the department can e-mail their grievances on **dsejammu @ yahoo.in & hellodesj@gmail.com.**, and;

Now, therefore, the medium of this notice, all concerned are once again informed not to ordinarily approach the Directorate for their transfers/postings/modifications till the academic session is over and in case of any other grievance, the officials of the department are advised to e-mail their grievances on the official e-mail address of the Directorate or come with proper prior permission of controlling officer during meeting hours i.e. **3 PM to 5PM every Wednesday, Thursday and Friday only.**

  
(Smita Sethi) KAS  
Director School Education  
Jammu

No: DSEJ/ 23062-83  
Copy to the: -

Dated: 31-8-2015

1. Joint Director (I & PR) J & K Govt. for information with the request to publish the press release in atleast two leadings of Jammu Province.
2. Chief Education Officer \_\_\_\_\_ (all) for information.
3. Principal DIET \_\_\_\_\_ (all) for information.