

I/2228/2021

Government of Jammu and Kashmir
DIRECTORATE OF SCHOOL EDUCATION, JAMMU

Web site: www.schedujammu.nic.in/e-mail: dse.jammu@jk.gov.in/Ph./Fax No:191-2598439

Sub: Drawal of salary in favour of Senior Assistant.

ORDER No: 575- DSEJ of 2021

D A T E D: 02-03-2021

- i) Sanction is hereby accorded to the drawal of salary in favour of Sh.Manohar Lal Khajuria, Senior Assistant against the vacant post of Senior Assistant, HSS Parnalla w.e.f August 2020 to December 2020.
- ii) The Principal, HSS Parnalla shall draw and disburse the salary in favour of the said Senior Assistant w.e.f August 2020 to December 2020, after observing all the codal formalities as are required under rules in accordance with the circular instructions of the Finance Department issued vide Circular No. 104-F of 2018 dated 27-03-2018 and the allowances shall also be regulated in accordance with the rules in vogue. It should also be ensured by the concerned DDO that there is no double drawal on this account and the shall be personally responsible for cross checking that the Senior Assistant had attended official duties or was on sanctioned leave during the period for which the salary is to be drawn. The period of absence, if any, shall be treated as leave whatever kind due and requisite entries be made in the service book. Beside, this DDO shall also ensure that the official was not employed in any Government / Private sector or was not involved in any case in the Hon'ble Court / Vigilance organization etc during said period.
- iii) This order shall be implemented only if received through official e-mail dse.jammu@jk.gov.in
- iv) The order is also available on the official website schedujammu.nic.in of the Directorate.

(Anuradha Gupta) KAS

Director School Education

Jammu.

Dated: 02-03-2021

No. DSEJ/NG/NT-2021/8444-49
 Copy to the:-

- 1 Administrative Secretary, School Education Department, Civil Secretariat, Jammu for kind information.
- 2 Chief Education Officer, Kathua for information and necessary action.
- 3 Principal HSS Parnalla / Kharote for information and n/a.
- 4 I/C Computer Section for uploading the order on the official website.
- 5 Office order file.