

Ph./Fax No:191-2598439,2598802

web site:www.schedujammu.nic.in  
e-mail:dse.jammu@jk.gov.in

**Government of Jammu and Kashmir**  
**DIRECTORATE OF SCHOOL EDUCATION**  
Muthi Camp Jammu-181205

Sub: Drawal of salary of Librarian.

Ref: Chief Education Officer, Doda's No. CEOJ/D/Esstt/21699-700 dated: 27-09-2024.

**ORDER No : 387-DSEJ of 2024****DATED : 14-12-2024**

Sanction is hereby accorded to the drawal of salary in favour of Smt. Monika Kotwal, Librarian, Higher Secondary School Bhaderwah(G), District Doda for the month of May 2023 only against the vacant post of Librarian at Higher Secondary School, Chinta, District Doda.

The Principal, Higher Secondary School, Chinta, District Doda shall draw and disburse the salary in favour of above said official, after observing all the codal formalities as are required under rules and in accordance with the Circular instructions of the Finance Department issued vide No.104-F of 2018 dated: 27-03-2018. It should also be ensured by the concerned DDO that there is no double drawal on this account and he/she (DDO) shall be personally responsible for cross checking that the concerned official has attended official duties or was on sanctioned leave during the period for which the salary is to be drawn.

*[Signature]*  
**Director**  
School Education  
Jammu

No. DSEJ/NG-24/NT-7475848/

28472-76

Dated: 14-12-2024

Copy to the:-

- 1) Principal Secretary to Government, School Education Department, Civil Secretariat, J&K, Jammu / Srinagar for kind information.
- 2) Chief Education Officer, Doda for information.
- 3) Principal, Higher Secondary School, Chinta/Bhaderwah(G) Doda for information and n/a.
- 4) In-charge website of this Directorate for uploading the order on the official website.
- 5) Office record.