

I/10717/2022

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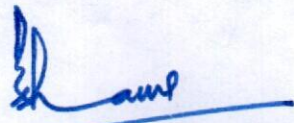
**GOVERNMENT OF JAMMU & KASHMIR**  
**DIRECTORATE OF SCHOOL EDUCATION JAMMU**  
**Muthi Camp, Jammu – 181205**

Sub:- Regularization of Rehbar-e-Taleem Teachers.

**Circular**

It has been observed that the respective Chief Education Officers of Jammu Division while forwarding the cases of RETs for their further regularization as RRETs in terms of guidelines/notification, Govt. Orders issued from time to time do not adhere to the procedure or proper scrutiny at district level, thus leading to avoidable delay. Since most of the cases of RETs have been disposed of by way of their regularization after completion of the requisite five years of services of RET, however the remaining lot mostly involve the cases pending before Hon'ble High Court/other subordinate courts, vigilance cases, crime branch or departmental issues. These cases as such require careful examination on the part of officers so as to avoid any legal/administrative hurdle.

This Directorate keeping in view the above stated facts has formulated a checklist of documents and formalities in accordance with the rules/guidelines in vogue for smooth transition of RETs to RRETs which is enclosed as Annexure "A". All the Chief Education Officers of Jammu Division are enjoined upon henceforth recommend the cases strictly as per the above notified checklist duly countersigned for further consideration at Directorate level.

  
 (Dr. Ravi Shankar Sharma) JKAS  
 Director School Education  
 Jammu  
 Dated:- 30-06-2022

No:- DSEJ/RET/ 8250-66

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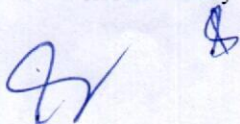
1. Principal Secretary to Govt. School Education Department, Civil Secretariat, Jammu for information.
2. All Joint Directors of this Directorate for information.
3. All Chief Education Officers of Jammu Division for information and necessary action.
4. Incharge Computer Section for uploading on official website.
5. Office file for record.



I/10717/2022

Annexure-AChecklist of documents/certificates required for regularization of ReTs.

1. Advertisement Notice/reference of vacancy
2. Initial Engagement as EV/RET with MOU/Engagement Order as per approved format.
3. Qualification Certificates verified and authenticated by ZEO concerned and duly countersigned by CEO concerned.
4. Date of Birth Certificate as issued by the JKBOSE, PRC/Domicile Certificate and other allied certificates duly attested by ZEO concerned and duly countersigned by CEO concerned.
5. Enrolment statement 05 years duly attested by ZEO concerned and duly countersigned by CEO concerned.
6. Result Statement 05 years duly attested by ZEO concerned and duly countersigned by CEO concerned.
7. Leave Statement 05 years duly attested by ZEO concerned and duly countersigned by CEO concerned.
8. Report of VEC/Local Community duly attested by ZEO concerned and duly countersigned by CEO concerned.
9. Recommendation of CEO concerned as per format already provided for regularisation and further clearly stating the cause of delay in submission of the file, if any.
10. Drawl/Non drawl certificate by concerned DDO that honorarium/salary has been drawn/not drawn for a particular period of leave availed during the RET period whatsoever the case may be.
11. Permission from competent authority that leave availed for enhancement of qualification was duly sanctioned as per the rules and guidelines of RET Scheme in vogue.
12. If relaxation of age is claimed on the basis of RBA, the certificate must be appended with the file and this should have been issued by the competent authority before the engagement of the RET.
13. Degrees/Diplomas obtained by the candidate from Universities of J&K UT/Out stationed Universities/JKBOSE/Out stationed Boards must be verified from the concerned University/Board and genuineness thereof should be appended with the file. The authenticity of verification report must be checked through online portal, etc.
14. Candidates shall furnish undertaking on the judicial paper duly attested by the Ist Class Judicial Magistrate to the effect that:-
  - a. He/She has not attained any qualification through un-recognized distance mode/study centre.

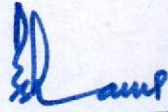




I/10717/2022

- b. If any wrong information is furnished by the RET, then he/she will be personally responsible and liable for legal action.
- c. There is no complaint pending against him/her before any investigating agencies/department.

The CEO concerned shall be responsible for furnishing of the aforementioned 14 points information (duly countersigned).

  
(Dr. Ravi Shankar Sharma) JKAS  
Director School Education  
Jammu

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*[Handwritten initials]*