

8. Director/Deputy Director, J&K Funds Organisation, Jammu/Srinagar.
9. Director of Information, J&K, Jammu/Srinagar.
10. All District Development Commissioners _____.
11. Principal, Northern Zonal Accountancy Training Institute, Jammu.
12. Principal, Accountancy Training Institute, Srinagar.
13. All Financial Advisors and Chief Accounts Officers.
14. Pay and Accounts Officer, Delhi Treasury, Tis-Hazari, Delhi.
15. Comptroller, Agriculture University, Kashmir.
16. Private Secretaries to Advisors (M)/(S)/(RKS)/(G).
17. Private Secretary to Chief Secretary.
18. All Saddar Treasury Officers/District Treasury Officers/Treasury Officers _____/all Officers of the Finance Department.
19. Resident Commissioner, J&K, 5-Prithvi Raj Road, New Delhi.
20. President, Lower Grade Employees Union, Civil Sectt:
21. President/Advisor to All J&K State Motor Garages Drivers Union.
22. President, J&K Employees Joint Action Committee, Jammu.
23. President, Non-Gazetted Secretariat Employees Union, Jammu.
24. Master file/Annual Compendium, w.2.s.c.

(Sd.) M. J. NAJAR,

Director (Codes),
Finance Department.

**GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.**

O. M. No. A/223 (95)-137
Dated : 29-1-1996.

Subject :—Non adherence of prescribed Statutory Rules/Guidelines for acquisition of Stores/Supplies/Services.

It has come to the notice of the Finance Department that in a number of cases the Departmental Officers/competent authorities do not follow the prescribed provisions of the statutory rules/guidelines while placing the orders for supply of Stores/Services with duly approved firms.

The detailed rules governing the acquisition of the Stores/Services are mainly envisaged in Chapter VII and VIII of Jammu and Kashmir Financial Code, Volume I while as the detailed procedures for making advance drawals from the treasuries in favour of the contractors viz. duly approved firms/suppliers are contained in Chapter XIV of the said code of rules.

It has been observed that despite clear provision of rules/Government instructions and departmental officers do not follow the above rules in letter and spirit in so far as even agreements in the prescribed manner are also not executed to ensure strict adherence to the terms and conditions of supply of Stores/Services by concerned firms/suppliers which is otherwise fraught with the risk of avoidable losses to the State exchequer besides saving the Government from unavoidable litigation.

Accordingly all the Additional Chief Secretaries/Commissioner-Secretaries to Government and Heads of Departments are requested to ensure strict adherence to the codal provisions in general and purchase and procurement of Stores/Supplies/Services with prompt execution of requisite agreements in this behalf in particular, by various Departmental offices to obviate avoidable litigation on the one hand and regular supplies on the other.

The Additional Chief Secretaries/Commissioners/Secretaries to Government are also requested to issue suitable instructions to their subordinate offices for ensuring strict compliance with the provisions of the relevant rules in this behalf.

(1.) M. J. NAJAR,

Director (Codes)
Finance Department.

Copy to the :—

1. All Additional Chief Secretaries _____.
2. Commissioners/Secretaries to Government.
3. Secretary to Governor/Public Service Commission/Legislative Assembly/Legislative Council.
4. All Heads of Departments _____.
5. Accountant General, A&E, Srinagar/Jammu.
6. Advocate General, Srinagar/Jammu.
7. Director/Dy. Director, Accounts and Treasuries, Jammu/Srinagar.
8. Director/Deputy Director, J&K Fund Organisation, Jammu/Srinagar.
9. Director of Information, J&K, Jammu/Srinagar.
10. All District Dev. Commissioners _____.
11. Financial Advisors/Chief Accounts Officers _____.
12. Principal, Northern Zonal Accountancy Training Institute, Jammu.
13. Principal, Accountancy Training Institute, Srinagar.
14. Sadder Treasury Officers/District Treasury Officers/Treasury Officers _____.
15. General Manager, Ranbir Govt. Press, Jammu for publication in the Government Gazette.
16. Master file/Annual Compendium, 1996 w.3.s.c.

**GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.**

O. M. No. A/29 (96)-168
Dated : 2-2-1996

Subject :- Higher Standard Pay Scale Scheme SRO-14 dated 15-1-1996.

In order to set at rest the doubts expressed by various quarters in relation to fixation of pay involved in the matter of implementation of SRO-14 dated 15-1-1996 (Higher Standard Pay Scale Scheme), the undersigned is directed to enclose few illustrations which will form guide lines for the drawing and disbursing officers in the matter of ensuring correct fixation of pay on Promotion 'In-Situ' of eligible employees in whose case the orders have been issued by the competent authority as per relevant provisions of SRO-14 dated 15-01-1996. It is requested that these instructions may kindly be passed on to all the concerned offices subordinate to the respective Administrative Departments for the guidance.

(Sd.) B. K. KOUL,

Accounts Officer (Codes),
Finance Department.

Copy to the :—

1. All Additional Chief Secretaries _____.
2. Secretary to Governor/Public Service Commission/Legislative Assembly/Legislative Council.
3. All Commissioners/Secretaries to Govt. _____.
4. Accountant General, A&E/Audit, Srinagar/Jammu.
5. All Head of the Departments _____.
6. Advocate General, J&K, Srinagar/Jammu.
7. Director/Dy. Director, Accounts and Treasuries, Jammu/Srinagar.
8. Director/Deputy Director, J&K Fund Organisation, Jammu/Srinagar.
9. Director of Information, J&K, Jammu/Srinagar.
10. All District Dev. Commissioners _____.
11. Principal Northern Zonal Accountancy Training Institute, Jammu.
12. Principal, Accountancy Training Institute, Srinagar.
13. Financial, Advisors/Chief Accounts Officers _____.
14. Comptroller, Agriculture University, Kashmir.
15. General Manager, Ranbir Govt. Press, Jammu for publication in the Government Gazette.
16. All Officers/Section Officers of the Finance Department.
17. _____.

ILLUSTRATION NO. 1

A Government servant has joined service on 1-10-1967 as a teacher and since his appointment has not been given any promotion to any senior/selection scale. His pay scale as on 1-1-1995 was 1200-30-1560-EB-40-2040 and was drawing pay of Rs. 1960/- w.e.f. 1-9-1994. His date of next increment being 1-9-1995.

Pay fixation on 1-1-1995 under Rule 6 of J&K Civil Service (Higher Standard Pay Scale Scheme) Rules, 1996 ;

A—For purpose of drawal of arrears from 1-1-1995 to 14-1-1996 :

Since he has completed more than 27 years of service before 1-1-1995, he will get promotion 'In-Situ' under relevant rules from Rs. 1200-2040 to Rs. 1600-50-2300-EB-60-2660 (Third Higher Standard Pay Scale) and his pay fixed as under in terms of Art. 77-B of J&K Civil Service Regulations :—

(i) Pay in the relevant existing scale of Rs. 1200-2040 on 1-1-1995	Rs. 1960/-
(ii) Add notional increment in 1200-2040	Rs. 40/-
(iii) Total (i + ii) above.	Rs. 2000/-
(iv) Next higher stage in relevant 3rd Higher Standard Pay Scale (1600-2660)	Rs. 2050/-

Hence his pay will be fixed at Rs. 2050/- in the 3rd Higher Standard Pay Scale w.e.f. 1-1-1995. Since his pay on 1-1-1995 was Rs. 1960/- in the existing pay scale of Rs. 1200-2040, the arrears in this case will be paid at Rs. 90/- (i.e. Rs. 2050-1960) with DA and IR thereon at the relevant sanctioned rates w.e.f. 1-1-1995 to 14-1-1996.

B—For purpose of drawal of pay from 15-1-1996 :

(a) (i) Pay in the relevant existing scale of Rs. 1200-2040 as on 1-1-1995	Rs. 1960/-
(ii) Add notional increment in this scale	Rs. 40/-
(iii) Total (i + ii) above.	Rs. 2000/-
(iv) Next higher stage in Rs. 1400-40-1800-EB-50-2300, the 1st Higher Standard Pay Scale at which pay gets fixed notionally under Art. 77-B of J&K CSRs on 1-1-1995	Rs. 2050/-

(b) (i) Pay notionally fixed in 1st Higher Standard Pay Scale i. e. Rs. 1400-2300 as on 1-1-1995	Rs. 2050/-
(ii) Add. notional increment in Rs. 1400-2300	Rs. 50/-
(iii) Total (i + ii) above.	Rs. 2100/-
(iv) Next higher stage in 2nd Higher Standard Pay Scale of Rs. 1400-40-1600-50-2300-EB-60-2600 at which pay gets fixed notionally as on 1-1-1995	Rs. 2150/-
(c) (i) Pay notionally fixed in 2nd Higher Standard Pay Scale as on 1-1-1995 i.e. of Rs. 1400-2600	Rs. 2150/-
(ii) Add. notional increment in relevant 2nd Higher Standard Pay Scale i. e. Rs. 1400-2600	Rs. 50/-
(iii) Total (i + ii) above.	Rs. 2200/-
(iv) Next stage in 3rd Higher Standard Pay Scale i. e. 1600-50-2300-EB-60-2660 at which pay gets fixed as on 1-1-1995	Rs. 2250/-
Notional pay fixed in the pay scale of Rs. 1600-2660 as on 1-1-95	Rs. 2250/-
Date of next increment	1-1-1996.

Pay to be drawn as per pay fixation at (B) w.e.f. 15-1-1996.

(Sd.).....

Accounts Officer,
Finance Department.

ILLUSTRATION NO. 2

A Government servant has joined service on 1-12-1982 as Junior Assistant and since his appointment has not been given any promotion to any senior/selection scale. His pay scale as on 1-1-1995 was 950-20-1150-EB-25-1500 and was drawing pay of Rs.1090/- w.e.f. 1-9-1994. His date of next increment being 1-9-1995.

Pay fixation on 1-1-1995 under Rule 6 of J&K Civil Service (Higher Standard Pay Scale Scheme) Rules, 1996 ;

A—For purpose of drawal of pay from 1-1-1995 to 14-1-1996 :

Since the official has completed more than 9 years service before 1-1-1995, he will get promotion 'In-Situ' under relevant rules from the pay scale of Rs. 950-1500 to the pay scale of Rs. 1200-30-1560-EB-40-2040 (1st Higher Standard Pay Scale) and his pay will be fixed as under in terms of Art. 77-B of J&K Civil Service Regulations :—

(i) Pay in the relevant existing scale of Rs. 950-1500 on 1-1-1995	Rs. 1090/-
(ii) Add notional increment in 950-1500	Rs. 20/-
(iii) Total (i + ii) above	Rs. 1110/-
(iv) Next higher stage in relevant 1st Higher Standard Pay Scale (1200-2040)	Rs. 1200/-

Pay fixed in the higher scale as on 1-1-1995 Rs. 1200/- (in the scale of Rs. 1200-2040)

Date of increment 1-1-1996.

(Sd.).....

Accounts Officer,
Finance Department.

ILLUSTRATION NO. 3

A Government servant has joined service on 1-12-1976 as Junior Assistant and since his appointment has got no promotion to any senior/selection scale. His pay scale as on 1-1-1995 was Rs. 950-1500 and was drawing pay of Rs.1300/ P.M. w.e.f. 1-12-1994. His date of next increment being 1-12-1995.

Pay fixation on 1-1-1995 under Rule 6 of J&K Civil Service (Higher Standard Pay Scale Scheme) Rules, 1996.

A—For purpose of drawal of arrears from 1-1-1995 to 14-1-1996 :

Since the official has completed more than 18 years of service before 1-1-1995 he will get promotion 'In-situ' under relevant rules from Rs. 950-1500 to Rs. 1400-40-1800-EB-50-2300 (2nd Higher Standard Pay Scale) and his pay fixed as under in terms of Art. 77-B of J&K Civil Service Regulations :—

(i) Pay in the relevant existing scale of Rs. 950-1500 as on 1-1-1995	Rs. 1300/-
(ii) Add. notional increment in 950-1500	Rs. 25/-
(iii) Total (i + ii) above	Rs. 1325/-
(iv) Next higher stage in the relevant 2nd Higher Standard Pay Scale i. e. (1400-2300)	Rs. 1400/-

The pay of the official will be fixed at Rs. 1400/- in the 2nd Higher Standard Pay Scale w.e.f. 1-1-1995. Since his pay fixed on 1-1-1995 in 950-1500 was Rs. 1300/-. The arrears in this case will be paid at Rs. 100/- (1400-2300) with DA and IR thereon at the relevant sanctioned rates w.e.f. 1-1-1995 to 14-1-1996.

B—For purpose of drawal of pay from 15-01-1996 :

(a) (i) Pay in the relevant existing scale of Rs. 950-1500 as on 1-1-1995	Rs. 1300/-
(ii) Add notional increment in this scale	Rs. 25/-
(iii) Total (i + ii) above	Rs. 1325/-
(iv) Next higher stage in (1200-30-1560-EB-40-2040), the 1st Higher Standard Pay Scale at which pay gets fixed notionally under Art. 77-B of J&K CSRs on 1-1-1995	Rs. 1350/-
b) (i) Pay notionally fixed in the 1st Higher Standard Pay Scale 1200-2040 as on 1-1-1995	Rs. 1350/-

- (ii) Add notional increment in 1200-2040 scale Rs. 30/-
 - (iii) Total (i) and (ii) above Rs. 1380/-
 - (iv) Next higher stage in 2nd Higher Standard Pay Scale of Rs. 1400-40-1800-EB-50-2300 Rs. 1400/-
- Notional pay fixed in the pay scale of Rs. 1400-2300 as on 1-1-1995. Rs. 1400/-
- Date of next increment 1-1-1996
- Pay to be drawn as per pay fixation at (B) w.e.f. 15-01-1996.

(Sd.).....

Accounts Officer,
Finance Department.

ILLUSTRATION NO. 4

A Government servant has joined service on 1-12-1977 as a Plumber and since his appointment has got no promotion to any senior/selection scale. His pay scale as on 1-1-1995 was Rs. 950-20-1150-EB-25-1500 and was drawing pay of Rs. 1070/- on 1-1-1995.

Pay fixation as on 1-1-1995 under Rule 6 of J&K Civil Service (Higher Standard Pay Scale Scheme) Rules, 1996.

A—For purpose of drawal of pay w.e.f. 1-1-1995.

Since the official has completed more than 9 years of service but less than 18 years before 1-1-1995 he will get promotion 'In situ' under these rules from 950-1500 to Rs. 1200-2040 (First Higher Standard Pay Scale) and his pay will be fixed as under in terms of Art. 77-B of J&K Civil Service Regulations :—

- (i) Pay in the relevant existing scale of Rs. 950-1500 on 1-1-1995 Rs. 1070/-
 - (ii) Add notional increment in 950-1500 Rs. 20/-
 - (iii) Total (i + ii) above. Rs. 1090/-
 - (iv) Next higher stage in Ist Higher Standard Pay Scale of Rs. 1200-2040 Rs. 1200/-
- Pay fixed in the pay scale of Rs. 1200-2040 as on 1-1-1995 Rs. 1200/-
- Date of next increment 1-1-1996.

(Sd.).....

Accounts Officer,
Finance Department.

ILLUSTRATION NO. 5

A Government servant has joined service in 1971 as Junior Assistant (950-1500). He was promoted as Senior Assistant on 1-7-1972 in the pay scale of Rs. 1200-2040. He was drawing pay of Rs. 1440/- w.e.f. 1-7-1994. His date of next increment being 1-7-1995.

Pay fixation on 1-1-1995 under Rule 6 of J&K Civil Service (Higher Standard Pay Scale Scheme) Rules, 1996.

A—For purpose of drawal of Pay w.e.f. 1-1-1995.

The official has derived the benefit of one promotion and has rendered more than 9 years service in the existing pay scale of Rs. 1200-2040 on 1-1-1995, he will get promotion In-situ under these rules from Rs. 1200-2040 to Rs. 1400-2300 (First Higher Standard Pay Scale) and his pay will be fixed as under in terms of Art. 77-B of J&K Civil Service Regulations :—

(i) Pay in the existing scale of 1200-30-1560-EB-40-2040 on 1-1-1995	Rs. 1440/-
(ii) Add notional increment in 1200-2040	Rs. 30/-
(iii) Total (i + ii) above.	Rs. 1470/-
(iv) Next higher stage in 1st Higher Standard Pay Scale of Rs. 1400-40-1800 EB-50-2300	Rs. 1480/-
(v) Pay fixed in the pay scale of Rs. 1400-2300 on 1-1-1995	Rs. 1480/-
Date of next increment	1-1-1996.

(Sd.).....

Accounts Officer,
Finance Department.

GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.

O. M. No. A/31 (94)-9

Dated : 2-2-1996

Subject :—J&K Civil Service (Revised Pay) Rules, 1992.

The import of the expression 'Fresh Recruitment' 'Fresh appointments' 'New appointments' and 'Future appointments' appearing in Jammu and Kashmir Civil Services (Revised Pay) Rules, 1992 issued vide Notification SRO-75 dated 30-03-1992 has been clarified vide Finance Department O. M. No. A/37(92)-633 dated 14-9-1992.

A doubt has been expressed as to whether such of the Degree and Diploma Holders in the Engineering disciplines who were being paid stipend of Rs. 1620/- and Rs. 1300/- per month respectively, consequent upon their appointment as Stipendary Engineers prior to 30-3-1992 and were subsequently appointed on regular basis without any interruption may also be treated as 'Fresh Recruits' for purposes of their regular appointment in Rs. 1400-2300 after 30-3-1992.

The matter has been examined in the Finance Department in consultation with Law Department and it has been decided that the following shall be added and shall always be deemed to have existed as proviso to para second of Finance Department's above quoted O.M. No. A/37(92)-633 dated 14-9-1992 (copy enclosed) *abinitio*.

"Provided that the Degree and Diploma Holders in various disciplines of Engineering, appointed prior to March, 1992 as 'Stipendaries' on monthly stipend of Rs. 1620/- and Rs. 1300/- p.m. respectively shall not be treated as 'Fresh Recruitment'/'Fresh appointees' if such stipendaries have been appointed on regular basis on or after 31-3-1992 without interruption."

All Administrative Departments are requested kindly to communicate the instructions to all the Officers/Organisations subordinate to them to settle pending cases after re-fixation of pay accordingly.

(Sd.) M. J. NAJAR,

Director (Codes),
Finance Department.

Copy to the :—

1. All Additional Chief Secretaries _____.
2. All Commissioner/Secretaries to Govt. _____.

3. Secretary to Governor/Public Service Commission/Legislative Assembly/Legislative Council.
4. All Head of the Departments
5. Accountant General, A&E/Audit, Srinagar/Jammu.
6. Advocate General, Srinagar/Jammu.
7. Director/Dy. Director, Accounts and Treasuries, Jammu/Srinagar.
8. Director/Deputy Director, J&K Fund Organisation, Jammu/Srinagar.
9. Director of Information, J&K, Jammu/Srinagar.
10. All District Dev. Commissioners
11. Financial Advisors/Chief Accounts Officers
12. Principal, Northern Zonal Accountancy Training Institute, Jammu.
13. Principal, Accountancy Training Institute, Srinagar.
14. Resident Commissioner, New Delhi.
15. Comptroller, Agriculture University Kashmir.
16. Sadder Treasury Officers/District Treasury Officers/Treasury Officers.
17. General Manager, Ranbir Govt. Press, Jammu for publication in the Government Gazette.
18. Annual Compendium (w.3.s.c.) 1996.
19. _____

Copy of O. M. No. A/37 (92)-633 dated 15-09-1992 issued from Finance Department.

Subject : J&K Civil Service (Revised Pay) Rules, 1992.

A doubt has been expressed about the import of the expressions "Fresh recruitments" "Fresh appointments" "New Appointments" "Future Recruitments" appearing in Jammu and Kashmir Civil Service (Revised Pay) Rules, 1992, issued vide Notification SRO-75 dated 30-3-1992.

The matter has been examined in the Finance Department in consultation with the Law Department and it is clarified that "Fresh recruitments" "Fresh appointments" "New appointments" "Future appointments" appearing in Jammu and Kashmir Civil Service (Revised Pay) Rules, 1992 shall mean appointments as have been made or shall be made on or after 31-3-1992.

All the Administrative Departments are requested to kindly communicate these instructions to all the Offices/Organisations subordinate to them to settle pending cases of re-fixation of pay in new pay scales, accordingly.

True copy attested.

(Sd.)
Accounts Officer (Codes),
Finance Department.

GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.

Subject :-Regularisation of Ex-servicemen engaged as daily wagers in Government Departments-clarification thereof.

Under Rule 4(d) of Jammu and Kashmir Daily Rated Workers/Work Charged Employees (Regularisation) Rules, 1994, promulgated vide SRO-64 dated 24th March, 1994, it has been provided that a daily rated worker/work charged employee shall be eligible for regularisation on fulfilment of, *inter-alia*, the following conditions :-

"That he is not a retiree from any State or Central Government Service or any local body, Public Sector Undertakings or Autonomous body in or outside the State."

2. There is also a provision under Rule 9(2) of Rules *ibid* that :

"if any retired person has been engaged as daily rated worker, his/her services/engagement as such shall be terminated forthwith".

3. A doubt has been expressed whether an ex-serviceman engaged as Daily Rated Worker/Work Charged Employee also comes within the ambit of the term 'retired employee' as stipulated in the above quoted provisions of the said Rules.

4. The matter has been examined in the Finance Department in the light of a substantive provision contained in the J&K Civil Service Regulations under Note 5 below Article 37 and the back-drop wherein the said provision has been made, prescribing the maximum age limit for appointment of ex-serviceman in Government Service as 48 years. It is clarified that the Ex-serviceman engaged as Daily Rated Worker/Work Charged Employee shall not be treated as 'retired employee' for purpose of rules *ibid*.

5. All the Addl. Chief Secretaries/Commissioners/Secretaries to Government/Heads of the Departments are requested to convey the aforementioned clarification to their subordinate offices for taking appropriate action in the matter.

(Sd.) M. S. PANDIT,

Addl. Chief Secretary,
(Finance).

Copy to the:-

1. All Additional Chief Secretaries _____.
2. All Commissioner/Secretaries to Govt. _____.
3. All Head of the Departments _____.
4. Principal Secretary to Governor, J&K.
5. Resident Commissioner, J&K 5-Prithvi Raj Road, New Delhi.
6. Secretary to Governor/Public Service Commission/Secretary Legislative Assembly/Council.
7. Advocate General, J&K, Srinagar/Jammu.
8. Accountant General, A&E/Audit, Srinagar/Jammu.
9. Registrar, J&K High Court, Srinagar/Jammu.
10. Divisional Commissioner, Jammu/Kashmir
11. All District Development Commissioners _____.
12. Director/Dy. Director, Accounts and Treasuries, Jammu/Srinagar.
13. Director/Deputy Director, J&K Fund Organisation, Jammu/Srinagar.
14. Director of Information, J&K, Jammu/Srinagar.
15. Principal, Accountancy Training Institute, Srinagar/Jammu.
16. All District Treasury Officers/Treasury Officers.
17. Financial Advisors/Chief Accounts Officers _____.
18. All Officers/Section Officers of Finance Departments.
19. President, J&K Employees Joint Action Committee, Jammu.
20. President, Civil Secretariat Non-Gazetted Employees Union.
21. President, Lower Grade Employees Union, Civil Secretariat.
22. All J&K State Motor Garages Union, Jammu/Srinagar.
23. Master File (w.2.s.c.)
24. Annual Compendium 1996 (w.2.s.c.)

(Sd.) M. J. NAJAR,

Director Codes,
Finance Department.GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.

O. M. No. A/164 (95)-277

Dated : 28-2-1996.

Subject :- Accord of Administration Approval and Technical Sanction for the Projects.

Attention of all the Addl. Chief Secretaries/Commissioners and Secretaries to Government is invited to Rule 9.3 of the Jammu and Kashmir Financial Code Volume-I which, *inter alia*, lays down that no work/project should be commenced or liability incurred in connection with it until :

- (i) "Administrative Approval" has been obtained from the authority appropriate in each case; and
- (ii) A properly detailed design/estimate has been sanctioned.

2. It has come to the notice of the Government that certain Departments do not observe provisions of the relevant statutory rules and as such continue to make infringements by undertaking the execution of works/projects which are neither administratively approved nor technically sanctioned in order to arrest such tendencies on the part of various Departmental Officers, the following decision has been taken and directions issued by SAC in the meeting of the Budget Council on 6.2.1996 as per Administrative Council Decision No. 11 :-

"It has come to notice of the Finance Department that various departments execute works and incur the expenditure without ensuring that administrative approval and technical sanction for such works has been accorded. Finance Deptt. have advised all the Departments that booking of expenditure in absence of the administrative approval and technical sanction is irregular. Cases are also being reviewed by the Audit. Apex Committee which has asked the departments to accord administrative approval and technical sanction in respect of all the projects within a period of 3 to 4 months in which case these sanctions have not been issued. The Apex Committee has also recommended that after this grace period, the Chief Engineers should at the end of each quarter, send a certificate to the Administrative Department that no work under his charge is being executed without accord of administrative approval and technical sanction."

3. Accordingly, all the Administrative Departments should ensure that the "Administrative Approval and Technical Sanction" for all the works/projects

under execution is accorded at the latest by the end of May, 1996. Thereafter at the end of each quarter (June, September, December and March), all the Chief Engineers/Heads of Departments should send a certificate to their respective administrative departments to the effect that no work which is not administratively approved or technically sanctioned is under execution within their charge.

4. However, all the Addl. Chief Secretaries/Commissioners and Secretaries to Government are requested kindly to bring these instructions to the notice of their subordinate officers ensuring strict adherence to the provisions of relevant rules in this behalf in consonance with the aforementioned decisions of the Budget Council. Any violation of these instructions is to be viewed seriously as per directions of the State Administrative Council.

(Sd.) M. J. NAJAR,

Director Codes,
Finance Department.

Addl. Chief Secretaries/
Commissioner/Secretary to Government.

Copy for information and necessary action to :

1. All District Development Commissioners _____.
2. All Heads Departments/Chief Engineers _____.
3. Private Secretary to Advisor(M)/Advisor(G)/Advisor (RKS)/Advisor(S) for information of the Advisors.
4. Private Secretary to Chief Secretary for information of the Chief Secretary.
5. Annual Compendium, 1996 (w.2.s.c.)

GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.

Subject :-Delegation of Powers to Ladakh Autonomous Hill, Development Council of Leh.

Reference :-State Administrative Council Decision No. 22 dated 14-2-1996 conveyed vide Ladakh Affairs Department No. LA(A)63/95 dated 15-2-1996.

Government Order No. 110-F of 1996.

Dated 15-3-1996

In the Book of Financial Powers :

1. In Chapter 5.6 :-

- (a) the words "Leh and" appearing in clause (2) of Col. 3 against serial No. 1 shall be deleted.
- (b) the following shall be inserted as clause (2) (a) under Col. 3 against serial No. 1.

Col. 3

Col. 4

- | Col. 3 | Col. 4 |
|--|---|
| 2. (a) District Superintending Engineer Leh. | Up to Rs. 50 lakhs. He shall henceforth refer projects costing over Rs. 50 lakhs to the Government for techno-economic feasibility clearance. |

II. In Chapter 5.8 the following shall be inserted as serial I-D :-

S. No.	Nature of power	To whom delegated	Extent
I-D (a)	To accord administrative approval to projects other than residential buildings to meet the requirements of all the Departments.	Ladakh Autonomous Hill Development Council of Leh.	Full powers provided that techno-economic feasibility is got cleared for works costing over Rs. 50 lakhs from the State Government.

III. In Chapter 5.8, Clause III under Col. 3 against serial I-C shall be recast as under :-

- (ii) Chief Executive Officer, Ladakh Autonomous Hill Dev. Council/
District Superintending Engineers of Leh and Kargil.

IV. In Chapter 5.14, following shall be inserted as serial I-E :—

S. No.	Nature of power	To whom delegated	Extent
1-E	To grant contracts for individual works.	Ladakh Autonomous Hill Development Council.	Up to Rs. 50 lakhs for which Contract Committee should be constituted. The said Committee shall include Chief Executive Officer, District Superintending Engineer, the concerned Head of Department and Chief Controller of Finance L.A.H.D.C. While awarding contracts the Council shall follow the general instructions issued from time to time by the State Government on the subject such as assigning work to J&KPCC etc. If the cost thereof exceeds a particular level.

V. In Chapter 5.10, the following shall be inserted as serial 20-B :—

S. No.	Nature of power	To whom delegated	Extent
20-B	To sanction purchase of office items such as Typewriters, Fax, Photostat Machine etc.	Ladakh Autonomous Hill Development Council Leh.	Full powers subject to economy orders issued by the Government from time to time.

By order of the Government of Jammu and Kashmir.

(Sd.) M.S. PANDIT,

Additional Chief Secretary
(Finance).

No. A/84(95)-II-339

Dated 15-3-1996.

Copy to the :—

1. All Additional Chief Secretaries _____.
2. All Commissioner/Secretaries to Govt. _____.

3. Secretary to Governor/Public Service Commission/Secretary Legislative Assembly/Council.
4. All Head of the Departments _____.
5. Accountant General, A&E/Audit, Srinagar/Jammu.
6. All District Dev. Commissioners _____.
7. Chief Executive Officer, Ladakh Autonomous Hill Dev. Council.
8. District Superintending Engineers, Leh/Kargil.
9. Advocate General, Srinagar/Jammu.
10. Director/Dy. Director, Accounts and Treasuries, Srinagar/Jammu.
11. Director/Deputy Director, J&K Fund Organisation, Jammu/Srinagar.
12. Director of Information, J&K, Jammu/Srinagar.
13. Financial Advisors/Chief Accounts Officers.
14. Resident Commissioner, New Delhi.
15. Principal, Northern Zonal Accountancy Training Institute, Jammu.
16. Principal, Accountancy Training Institute, Srinagar.
17. General Manager, Government Press, Jammu for publication in the Government Gazette.
18. Private Secretaries to Advisors to His Excellency the Governor.
19. Private Secretary to Chief Secretary.
20. All Officers of the Finance Department/Section Officer Finance.
21. Master File/Annual Compendium.
- 22.

(Sd.) M. J. NAJAR,

Director (Codes),
Finance Department.

**GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.**

Subject : Engagement of Daily Rated Workers.

Circular.

It has come to the notice of the Government that a large number of daily rated workers have been appointed w.e.f. 1988-89 despite a ban imposed by the State Government on their engagement. Wages of such daily rated workers have been paid from the maintenance grant and in some other cases by debit to object head of expenditure other than "Wages" which consequently has prevented detection of such unauthorised appointments through the mechanism of regulating the release of funds under the object head "Wages". The departments could not make available updated and correct details of daily rated workers in position as on 1st April, 1989, number of daily rated workers brought on regular establishment by virtue of their having completed 7 years of service as per rules and the number still required to be brought on regular establishment, separately under Plan and Non-plan. According to an analysis it is estimated that as many as 13,500 daily rated workers continue to be paid by the departments on Non-plan alone in the year 1995-96 for which a wage budget of Rs. 13.69 crores has been worked out in the Revised Estimates 1995-96. In fact, by first April, 1996 all the daily rated workers appointed in 1989 and in earlier years are supposed to have completed 7 years of service and earned the entitlement of being brought on regular establishment. The continuance of wage budget of Rs. 12.68 crores even in the Budget Estimates 1996-97 confirm the apprehension that the number of daily rated workers appointed unauthorisedly after 1989 is sufficiently large. The existence of the wage budget either in the R.E. 1995-96 or the estimates for 1996-97 will not carry with it any approval of the State Government to cover unauthorised appointments which may be taken note of by the departments concerned.

2. However, the matter has come up before the State Administrative Council on 6th February, 1996 and it has approved the suggestion of the Finance Department that history sheets of service of each daily rated worker with code No. and a Photograph duly attested by the head of the concerned department be maintained as a substitute of service records for use at different levels. The format of the service sheet of the daily rated workers is enclosed. A complete file of these history sheets is to be maintained not only in the office where the daily rated workers are working but also in the office of the next superior, the Direction office and the Administrative Sectt.

3. The Administrative Departments will kindly issue suitable instructions to all the field formations to —

(a) maintain the history sheets of daily rated workers in the format enclosed with this circular.

- (b) report to the Finance Department the number of daily rated workers appointed year-wise w.e.f. 1st April, 1989 separately under Plan and Non plan indicating reference to the authority under which these appointments have been made.
- (c) indicate the source of funding of these daily rated workers i.e. wages, maintenance grants or any other object head.
- (d) the expenditure booked year-wise for these daily rated workers.

The above information may kindly be arranged to be supplied so as to reach the Finance Department by 30th April, 1996. The receipt of this circular may kindly be acknowledged.

(Sd.) M.S. PANDIT,

Additional Chief Secretary (Finance).

Dated 25-3-1996.

No. A/55(94)-371

Copy to the :—

1. All Additional Chief Secretary/PDD/Elections/Home/Agriculture Department.
2. All Commissioner/Secretaries to Govt. _____.
3. All Head of the Departments.

for information and necessary action.

(Sd.) M. J. NAJAR,

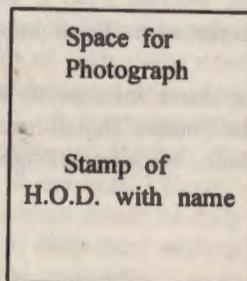
Director (Codes),
Finance Department.

JAMMU AND KASHMIR GOVERNMENT

1. Department
2. Name
3. Father's name/husband's name
4. Permanent residence
5. Present residence
6. Date of birth with reference to school certificate/medical/municipal records.
7. (a) Academic qualification
(b) Professional qualification
8. Date of first appointment
9. Status at the time of first appointment
(Daily Rated/Seasonal/Casual/
Piece Rated).
10. Date when status of Daily Rated Worker in the Department was issued.
11. District wherefrom State subject obtained.
12. Codal No. of the D. D. O./ Department.
13. Object of expenditure debited to any other Head other than Wages.
14. Remarks, if any.

1. Service sheet of Daily Rated Workers

2. Bar Code No. _____



(i) Name of the officer authenticating the photograph _____

(ii) Designation _____

* Indicate the source.

GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.

Notification.

Dated Jammu, the 2nd April, 1996.

SRO-118.—In exercise of the powers conferred by section 118 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 Financial Code, Volume I namely :—

In the said Code ;

the following shall be inserted as Exception No. 5-A below Note 1 to Rule 14. 4 :

Exception 5-A :

The Ladakh Autonomous Hill Development Council, Leh shall be competent to make advance drawal up to Rs. 10 lakhs with the concurrence of Chief Controller of Finance concerned without making a reference to Finance Department.

By order of the Governor.

(Sd.) M.S. PANDIT,

Addl. Chief Secretary (Finance).

No: A/84(95)-II-349

Dated: 2-4-1996.

Copy to the:-

1. All Additional Chief Secretaries _____.
2. Commissioners/Secretaries to Government.
3. Secretary to Governor/Public Service Commission/Legislative Assembly/Legislative Council.
4. All Heads of Departments _____.
5. Accountant General, A&E/Audit, Srinagar/Jammu.
6. All District Development Commissioners.
7. Chief Executive Officer, Ladakh Autonomous Hill Development Council.
8. District Superintending Engineer, Leh/Kargil.
9. Advocate General, J&K, Srinagar/Jammu.