

Provided that the hierarchical/organizational structure of Faculty on the pattern of AIIMS shall be as under :-

S. No.	Category
1.	Assistant Professor
2.	Associate Professor
3.	Addl. Professor
4.	Professor
5.	Director :

Provided further that the above faculty shall be subject to such recruitment, promotion and selection process as is and shall be applicable in AIIMS, New Delhi in relation to various Faculty Positions in accordance with the norms prescribed by Medical Council of India.

This shall and shall always be deemed to have existed in these rules *abinitio*.

By order of the Government of Jammu and Kashmir.

(Sd.) DR. M. I. WANI,
Director (Codes),
Finance Department.

No. A/77(88)-II-68

Dated 15-01-2010.

Copy to :— _____

Standard endorsement. _____

Sl. No.	Category	Number of Posts
1.	Assistant Professor	10
2.	Associate Professor	5
3.	Addl. Professor	2
4.	Professor	1
5.	Director	1

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Addendum to Notification SRO-283

Dated 03-09-2009.

In the Sher-e-Kashmir Institute of Medical Sciences Faculty Members (Revised Pay) Rules, 2009 as notified vide SRO-283 dated 3-9-2009 :-

i) In Rule 4 under the caption "Structure of Revised Pay" below the table, the following proviso shall and shall be deemed to have existed *abinitio* :

Provided that 25 % of the posts of Professors shall be placed in the higher pay band of Rs. 37400-67000 (PB-4) with the Grade Pay of Rs. 12000 and the placement of existing incumbents in this higher pay band will be made in pursuance of the prescribed selection norms.

(II) The following shall be inserted as Sub-Rule (ii) to Rule 9 under the caption "House Rent Allowance (HRA)/City Compensatory Allowance (CCA)" :

(ii) Clinical Research Allowance (CRA) :

In the interest of improvement of research pursuit by the Faculty Members, a Faculty Member shall be paid Clinical Research Allowance at a uniform rate of Rs. 2500 per month. The CRA shall be admissible subject to such conditions and norms as may be prescribed by the Governing Body of the Institute.

By order of the Government of Jammu and Kashmir.

(Sd.) DR. M. I. WANI,

Director (Codes),
Finance Department.

Date 15-01-2010.

No. A/77(88)-II-67

Copy to :-

Standard endorsement.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

CIRCULAR

Attention of all the Administrative Departments is invited to the Government Order No. 1423-GAD of 2009 dated 14-10-2009 whereunder they were requested to furnish the consolidated list of *Ad hoc/Contractual/Consolidated* salaried employees working against clear posts in their respective departments on the proforma forming Annexure to the order *ibid* within 60 days from the date of issue of the order for examination and compilation of the cases of the above category of employees so that the same could be notified for information of all the concerned.

2. During the course of examination of the information furnished, it has come to the notice that while in some cases the requisite information has not been furnished at all, in other the information furnished is not as per the prescribed format.

3. The details in this regard were placed before the Empowered Committee constituted vide order *ibid* which met on 14-1-2010 to scrutinize the said information. The Committee viewed non-furnishing of the information by the departments with great concern and desired that all the departments need to be urged upon to furnish the requisite information within a week's time.

4. Accordingly, all the Administrative Departments are requested to furnish the requisite information as per the prescribed formats supported by all the requisite documents duly authenticated by HoD/DDO concerned in all respects to the Director (Codes) Member/Secretary within a period of one week from the date of issue of this circular.

5. Information furnished after the prescribed period shall not be entertained and responsibility, if any, in regard to any genuine case(s) being left out shall squarely lie with the indenting departments.

(Sd.)

Director (Codes),
Finance Department.

Dated 15-01-2010

No. A/105(09)-69

Copy to: _____

Standard endorsement. _____

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Corrigendum

In the Government orders dated 08-01-2010 issued in connection with the notification of revised rate of DA @ 27% to State Government Employees and Pensioners/Family pensioners :

Kindly read "Government Order No. 10/F of 2010" and "Government Order No. 11/F of 2010" instead of "Government Order No. 10/F of 2009" and "Government Order No. 11/F of 2009" respectively.

In the Government Order dated 08-01-2010 issued in connection with the constitution of Cabinet Sub-Committee for conversion of Cost of Living Allowance (COLA) into Dearness Allowance (DA) to the employees of Public Sector Undertakings (PSUs) w. e. f. 01-01-2006 :

Kindly read "Government Order No. 12/F of 2010" instead of "Government Order No. 12/F of 2009".

(Sd.)

Director (Codes),
Finance Department.

Dated 18-01-2010.

No. A/24(2k)-III/78

Copy to the : _____

Standard endorsement. _____

**GOVERNMENT OF JAMMU AND KASHMIR
FINANCE DEPARTMENT**

O. M. No. A/14(2009)-104
Dated 22-01-2010.

Sub. :-Recommendations of Sixth Central Pay Commission (SCPC) in favour of employees of the State Government-Report of the Pay Committee and implementation of the decisions arrived after consultations between the Joint Consultative Committee and Cabinet Sub-Committee.

Reference :-Cabinet Decision No. 23/3/2009 dated 19-02-2009.

I am directed to refer above subject and reference and to request to furnish the details regarding Casual Workers engaged in your department as per below noted Proforma within a week's time positively :-

S. No.	Total No. of Casual Workers engaged in the deptt.	Date of engagement	Engaged under Scheme/ Project	Wages Paid Under Plan/ Non-Plan Under Scheme/ Project	Name and designation of authority having engaged the Casual Labour/ Worker	Name and other particulars of the Casual Labour/ Worker so engaged	Remarks

(Sd.)

Accounts Officer (Codes),
Finance Department.

1. All Financial Commissioners.
2. All Principal Secretaries.
3. All Commissioner/Secretaries.
4. All Secretaries to Government.

shall pay the 'COLA' out of their own resources only after liquidating the financial liabilities accrued due to loans raised from financial institution/and State Government, other Statutory Authorities and after making a provision for depreciation of buildings, plant and machinery, office equipment's and other items and keeping sufficient resources for Working Capital, purchase of raw material and other operational requirements ; and

- (b) The decision to grant COLA shall be taken only in the full Board Meeting where all members are present ;
- (c) Payment of arrears on account of release of COLA installments from 01-01-2007 to 30-06-2009 shall not be made till further orders.

S. No.	Pay Range	Restructured rate of 'COLA' per installment	Restructured rate of 'COLA' (PM) corresponding to 43 installments (18 installments for the year 2007 and 25 for the year 2008)
1	2	3	4
1	Up to 4741,	14	602
2	4742-5800	18	774
3	5801-6700	21	903
4	6701-7500	24	1032
5	7501-8600	27	1161
6	8601-9900	31	1333
7	9901-11200	35	1505
8	11201-12300	39	1677
9	12301-14200	44	1892
10	14201-16400	51	2193
11	16401-18600	58	2494
12	18601-20800	66	2838
13	20801-23100	73	3139

1	2	3	4
14	23101-25300	81	3483
15	25301-27500	88	3784
16	27501-29800	96	4128
17	29801-32000	103	4429
18	32001-34200	110	4730
19	34201-37400	120	5160
20	Above 37400	130	5590

(Sd.)

Commissioner/Secretary to Government,
Finance Department.

No. A/44(85)-III-202

Dated 11-02-2010.

Copy to the :—

Standard endorsement.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

OM No. A/44(85)-III-203
Dated 11-02-2010.

Subject :—Notification regarding 'COLA' to the employees/workers of State Owned PSUs with effect from 01-01-2006, 01-01-2007 and 01-01-2008.

Reference : Cabinet Decision No. 25/1/2010 dated 07-01-2010.

With reference to above noted subject, the Government hereby notifies 16 installments of 'COLA' from 01-01-2006, 18 installments from 01-01-2007 and 26 installments from 01-01-2008 to those employees of State Owned PSUs whose pay scales have not been revised thus far for some reasons and those who have opted to retain existing pay scales even beyond 1-1-2006 subject to the conditions as below :—

- (i) The Corporations shall bear additional burden on account of COLA from their internal accruals/own resources and that no additional assistance shall be provided by the Government. The Corporations shall pay the 'COLA' out of their own resources only after liquidating the financial liabilities accrued due to loans raised from financial institution/and State Government, other Statutory Authorities and after making a provision for depreciation of buildings, plant and machinery, office equipment's and other items and keeping sufficient resources for Working Capital, purchase of raw material and other operational requirements ; and
- (ii) The decision to grant COLA shall be taken only in the full Board Meeting where all members are present.

However, rates of 'COLA' are indicated in the table given below :-

No.	Pay Range	Rate of 'COLA' per installment	Amount of 'COLA' (PM) corresponding to 60 installments (16 installments for the year 2006, 18 installments for 2007 and 26 for the year 2008)
1	Up to 2549	13	780
2	2550-3100	17	1020
3	3101-3600	20	1200
4	3601-4000	23	1380
5	4001-4600	26	1560
6	4601-5300	30	1800
7	5301-6000	34	2040
8	6001-6600	38	2280
9	6601-7600	43	2580
10	7601-8800	50	3000
11	8801-10000	57	3420
12	10001-11200	65	3900
13	11201-12400	72	4320
14	12401-13600	80	4800
15	13601-14800	87	5220
16	14801-16000	95	5700
17	16001-17200	102	6120
18	17201-18400	109	6540
19	18401-20000	118	7080
20	Above Rs. 20000	129	7740

(Sd.)

Commissioner/Secretary to Government,
Finance Department.

No. W/44(85)-III-203

Dated 11-02-2010.

Copy to the :-

Standard endorsement.

GOVERNMENT OF JAMMU KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

CIRCULAR

Subject :—Referral of cases to Finance Department.

Attention of all the Financial Commissioners/Principal Secretaries/ Commissioners/Secretaries/Secretaries to Government is invited to Government Order No. 246-F of 1988 dated 13-9-1988 and Circular Instructions issued vide OM No. A/23(94)-342 dated 11-4-1994 whereunder consequent upon establishment of Institution of Financial Advisors/CAOs in various Administrative Departments, it was expressly laid down that the role and functions of the FA/CAO shall be :-

“To process all the cases involving opinion/advice/interpretation of rules/regulations for reference to Finance Department and to ensure that :

- (a) the Administrative Department have come to a definite conclusion giving full and cogent reasons thereof ;
- (b) approval of competent authority has been obtained ;
- (c) any particular proposals involving relaxation of rules is based on individual merits of the case and on such exigencies which could not be visualized while framing the rules rather than on sympathetic personal consideration ;
- (d) the financial implications as are involved are spelt out in detail giving out the basis of calculations as well ;

- (e) if the cases pertain to the departmental rules and regulations, they are examined in the light of relevant provisions of the rules and regulations and a copy of such rules and regulations is placed invariably in the departmental file ;
- (f) the specific issue, on which opinion/concurrence of the Finance Department is needed, is framed in an unequivocal language and mentioned in the departmental notings ;
- (g) the department continuously updates its rules and regulations and also keep updated copies of the J&K Civil Service Regulation, Financial Code, Budget Manual etc. and refers to them before making out a reference to the Finance Department.”

Despite clear instructions/orders on the subject, it has been observed that the Administrative Departments refer various types of cases to Finance Department for opinion/comments, which absolutely do not require any clarification/interpretation of rules at the level of Finance Department and could be settled by the departments in consultation with the concerned FA&CAO at their level.

Furthermore, most of the departmental proposals are neither self contained nor contain any specific reference points for opinion of Finance Department, which needless to say, leads to unnecessary/avoidable delays in settlement of cases. In some cases, references are directly made to Finance Department by the subordinate offices of the Administrative Departments even though they are required to route their references to Finance Department through their respective Administrative Departments. Of late, this tendency has grown and has been viewed seriously by the Finance Department.

In order to enforce administrative discipline and strict compliance of the existing norms in all the departments, it has been felt appropriate to

sensitize all the Administrative Departments about the increasing non-observance of above norms and request for their immediate corrective/facilitative intervention.

Accordingly, all the Administrative Secretaries are requested to bring the above instructions to the notice of all the concerned for immediate and full compliance.

(Sd.)

Commissioner/Secretary to Government,
Finance Department.

No. A/36(83)-A/318

Dated 10-03-2010.

Copy to :-

All Financial Commissioners/Principal Secretaries/Commissioner Secretaries/Secretaries to Government for information.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

Subject :—Grant of honorarium to the Joint Director, Funds Organization, Jammu and to her typist.

Government Order No. 137-G of 2010

Dated 01-04-2010

Sanction is hereby accorded to the payment of honorarium to the following Officer/Official of Funds Organization, Jammu w. e. f. 01-04-2008 to 31-03-2009 for attending the work relating to disbursement of pension to Migrant Central/Civil Pensioners of Kashmir Valley.

S.No.	Officer/Official	Rate per month	Maximum Amount admissible
(i)	Joint Director, Funds, J&K Organization, Jammu	Rs. 250.00	Rs. 2500/-
(ii)	Typist	Rs. 100.00	Rs. 1200/-

The order is issued with the agreement of Chief Controller of Pensions, Ministry of Finance, Government of India conveyed vide their sanction No. CPAO/Tech/Honrm/J&K/Vol-III/2009-10/89 dated 09-02-2010. The expenditure is debitible under Major Head 2071-Pension and other retirement benefits.

By order of the Government of Jammu and Kashmir.

(Sd.) SUDHANSHU PANDEY,
Commissioner/Secretary to Government,
Finance Department.

No. A/81(90)-I-339

Dated 01-04-2010.

Copy to the :

Standard endorsement.

GOVERNMENT OF JAMMU AND KASHMIR
FINANCE DEPARTMENT

CIRCULAR

Subject :-Reimbursement of medical expenses-Preferring of claims-Fixing of time limits.

Doubts have been raised by various Drawing and Disbursing Officers of the State Government Departments on the admissibility of medical reimbursement claims under State Medical Attendance Rules which are preferred by the beneficiaries after one year of the completion of the treatment.

2. The case has been examined in the Finance Department. Accordingly, it has been decided that the claims for the reimbursement of medical expenses of the State Government employees and their dependants shall invariably be required to be preferred within a period of one year from the date of completion of treatment as shown in the essentiality certificate issued by the competent medical authority.

3. If the medical claim is not preferred within a period of one year from the completion of treatment, the reimbursement of such claim shall be subject to investigation by the Administrative Department concerned for its authenticity/consonance with the provision of State Medical Attendance Rules. However, medical reimbursement claims preferred after a period of two years shall outrightly be rejected save as in cases where exceptional grounds are brought on record and in such cases, prior consent of Finance Department would be imperative.

4. All the Financial Commissioners/Principal Secretaries/Commissioner Secretaries/Secretaries to Government are requested to communicate their subordinate offices accordingly.

(Sd.)

Director (Codes),
Finance Department.

No. A/12(73)-W-469

Dated 23-04-2010.

Copy to :—

Standard endorsement.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT-FINANCE DEPARTMENT

Subject : Regularization of the employees appointed on *ad hoc*, contractual or consolidated basis.

Reference :- Jammu and Kashmir Civil Service (Special Provisions) Act, 2010.

CIRCULAR

Attention of all Administrative Departments is invited to the Circular issued by the Finance Department vide No. A/105(09)-69 dated 15-01-2010 whereunder they were requested to furnish the consolidated list of Adhoc/Contractual/Consolidated salaried employees working against clear posts in their respective departments on the proforma forming Annexure to the Government Order No. 1423-GAD of 2009 dated 14-10-2009 within a week from the date of issue of the above Circular for examination and compilation of the cases of the above category of employees so that the same could be notified for information of all the concerned.

However, despite lapse of considerable period, it has been observed that the information as per prescribed format has not been furnished by all the departments as yet. In the meantime Jammu and Kashmir Civil Services (Special Provisions) Act, 2010 has come into force on 29-4-2010 following which it has become legally binding to solicit requisite information from all the departments within the stipulated period.

Accordingly, all Administrative Departments are once again requested to furnish the requisite information strictly as per the format annexed to Government Order No. 1423-GAD of 2009 dated 14-10-2009 positively within 60 days from the issuance of this Circular in terms of sub-section (2) of section 10 of the Act *ibid*. Since legal provisions in the Act *ibid* bar any extension in the date of submission of requisite information by the

departments, information furnished after the prescribed period shall not be entertained and responsibility, if any, with regard to any genuine case(s) being left out shall squarely lie with the intending departments.

(Sd.)

Director (Codes),
Finance Department.

Dated 29-04-2010.

No. A/105(2009)-481

Copy to :-

Standard endorsement.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT - FINANCE DEPARTMENT

Reference is made to the letterhead note No. A/105(2009)-481 dated 29.04.2010 regarding the appointment of officers in the cadre of Assistant Secretary (Finance) in the Government of Jammu and Kashmir.

It is requested that you may please issue the necessary orders for the appointment of officers in the cadre of Assistant Secretary (Finance) in the Government of Jammu and Kashmir.

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Reference is made to the letterhead note No. A/105(2009)-481 dated 29.04.2010 regarding the appointment of officers in the cadre of Assistant Secretary (Finance) in the Government of Jammu and Kashmir. It is requested that you may please issue the necessary orders for the appointment of officers in the cadre of Assistant Secretary (Finance) in the Government of Jammu and Kashmir.

It is requested that you may please issue the necessary orders for the appointment of officers in the cadre of Assistant Secretary (Finance) in the Government of Jammu and Kashmir.

Reference is made to the letterhead note No. A/105(2009)-481 dated 29.04.2010 regarding the appointment of officers in the cadre of Assistant Secretary (Finance) in the Government of Jammu and Kashmir. It is requested that you may please issue the necessary orders for the appointment of officers in the cadre of Assistant Secretary (Finance) in the Government of Jammu and Kashmir.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—FINANCE DEPARTMENT

CIRCULAR

Subject :—Drawal of Salaries for the month of April involving the striking period w. e. f. 5th April, 2010 to 15th April, 2010, in favour of striking employees.

Following an understanding reached between the Cabinet Sub-Committee, constituted for the purpose of holding talks with the Employees Unions on their demands, and Employees Unions it has been decided to treat the period during which the Government servants struck off work and stayed away from their offices from 5th April, 2010 to 15th April, 2010 as leave of whatever kind due to the employees as a one time exception.

In treating the period of striking days as leave of whatever kind due, DDOs/TOs shall be required to ensure that :—

- (a) The leave of whatever kind due to the employees is appropriately setoff against the striking period by debiting the leave account of the concerned employees.
- (b) The entries regarding the debiting of leave account of the concerned employees as stipulated above are mandatorily made in the service books of the concerned officers. A compliance report in this behalf shall also be sent by the DDOs to Finance Department through Administrative Departments on an immediate basis.
- (c) A certificate to the effect that the leave of whatever kind due to the officers have been offset against the striking period and entries thereof have been entered into the respective service books of the concerned employees shall be inevitably recorded by the DDOs on the salary bill of the relevant employees.