



Subject:- Promotion of Class-IV who have qualified the type test on Computer Keyboard as Junior Assistant  
Reference:- Departmental Promotion Committee's decision dated:- 04/07/2024

**ORDER NO. 20 -CEOSPN OF 2024**

**DATED: 03/08/2024**

As approved by the Departmental Promotion Committee in its meeting held on 04/07/2024 and cleared by GAD (Vigilance), Sanction is hereby accorded to the promotion of following 03 (Three) Class-IV Officials who have qualified the type test on computer keyboard, as Junior Assistant in the Pay Level-4 (25500-81100), with immediate effect.

S. No.	Name of the Official	Designation	Present Place of Posting	Qualification	DOB	Date of 1 <sup>st</sup> Apptt.	Remarks
1	Tariq Ahmad Malik	Safiewalla	HSS Narapora	10th	07/03/1985	27/09/2008	
2	Rahul Pandita	Lab. Bearer	HSS Rawalpora (Srinagar)	10+2	26/03/1989	20/05/2011	(Retaining Lien in District Shopian)
3	Hujat Ul Islam	Lab. Bearer	ZEO Office Imamsahib	10+2	11/12/1988	15/01/2013	

The promotion of Class-IV to the post of Junior Assistants shall be subject to fulfillment of following explicit conditions:-

1. If any Class-IV as named above in the promotion order is on subsequent verification, found not eligible for such promotion, this order will not confer any right on him and his promotion on the higher post (made hereby) shall liable to be rescinded in that case. It is the personal responsibility of the Drawing and Disbursing Officer to verify particulars of the promotee with reference to his original service records and ensure that the date of 1<sup>st</sup> appointment as Class-IV as well other particulars recorded against him (here in above in this order) are correct. Variation if any found should be brought to the notice of this Office for further orders. In that case the Class-IV shall not be relieved for his promotion on the higher post.
2. The promotee must necessarily be holding substantive genuine appointment and un-interrupted service. The benefit of promotion shall not be allowed in case a promotee be under suspension or in the case the departmental proceedings may be pending against him or his work and conduct may not be satisfactory.
3. The promotion shall be without prejudice to the final outcome of the case, if any sub-judice/ impugned or pending before Hon'ble Court or any other court and other orders, if any passed by the competent authority, which may not be immediately within the knowledge of this Office.
4. The DDO must ensure that there is nothing adverse against the official from the VoK/ Crime/ Police.
5. The DDO concerned shall ensure the genuineness of qualification/ degree certificates (if any) and to verify that the official has qualified such degree(s) through recognized Universities.
6. The promotee is required to report at his new place of posting within twenty one (21) days from the date of issuance of adjustment order which will be issued separately, failing which, the order shall automatically stand rescinded ab-initio in his favour without issuing formal cancellation orders.

Mohd Shabir  
Chief Education Officer  
Shopian

No. CEO/SPN/Estt/NT/Prom/24/ 1100-11108/

Dated:- 03/08/2024

Copy to the:-

1. Director School Education Kashmir Srinagar for favour of information.
2. Under Secretary to Government, School Education Department, Civil Secretariat Srinagar for favour of information.
3. Joint Director (South) for information.
4. Chief Education Officer Srinagar for information and necessary action.
5. Principal BHSS Litter (DSEK member) for information.
6. Principal HSS Narapora for information and necessary action.
7. Zonal Education Officer Imamsahib for information and necessary action.
8. Accountant, Chief Education Office Shopian, for information and necessary action.
9. I/c website, Chief Education Officer Shopian with the directions to upload the order on Official website.
10. Order file/stock file.