

Government of Jammu and Kashmir

Estates Department,
Civil Secretariat, Jammu.

Subject:- Compassionate appointment of Ms. Heena Mattoo D/o Late Romesh Kumar (Ex- Helper/Sanitary Attendant), R/o Kot, Tehsil Bhalwal, Jammu, under SRO-43 of 1994.

- Ref: (i) U.O No. GAD-SRO/96/2023(7317734) dated 02.11.2023 from the General Administration Department.
(ii) OM No .GAD-SRO-43/CID/2023 dated 22.11.2023 from the General Administration Department.
(iii) Letter No. DDE/J/2022/1582 dated 09.11.2022 from the Deputy Director Estates, Jammu.

Office Order No: 07 -DE (Jmu) of 2024
D a t e d: 08 .01.2024

Sanction is hereby accorded to the temporary appointment of Ms. Heena Mattoo D/o Late Romesh Kumar (Ex- Helper/Sanitary Attendant), R/o Kot, Tehsil Bhalwal, Jammu as Class-IV (MTS) in the Pay Level of SL-1 (14800-47100), in the office of Deputy Director Estates, Jammu, under SRO-43 of 1994.

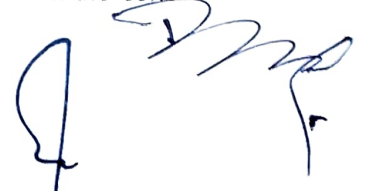
The appointee shall report to the Deputy Director Estates, Jammu within a period of 21 days from the date of issuance of this order failing which she shall forego her right to appointment, and the same shall be deemed to have been cancelled ab-initio without any further notice.

The appointee shall be allowed to join only on the production of the following certificates (in original) to be verified subsequently by the Deputy Director Estates, Jammu:-

- (i) Academic/Qualification Certificate.
- (ii) Matriculation/Date of Birth Certificate.
- (iii) Domicile Certificate issued by the competent authority.
- (iv) Valid relevant category certificate, if any, applicable.
- (v) Health Certificate from the concerned Chief Medical Officer of the District.
- (vi) Dependent Certificate issued by the Assistant Commissioner, Revenue.
- (vii) All other relevant documents as are required under SRO-43/1994.

The appointment of the appointee, shall further be subject to the following conditions:-

- a. That appointee shall give an undertaking in the shape of an affidavit to the effect that if, on verification, her qualification/Date of Birth certificates/Reserved category certificate and other relevant requisite documents from the concerned



- issuing authority is found fake/forged, the claim of the appointee for appointment as Class-IV (MTS) shall be deemed to have been cancelled ab-initio and legal action as warranted under rules shall be initiated against her.
- b. That if the candidate has taken the loan for self employment from DIC/Employment Department, to be ascertained for the District Employment Centre (DIC) and District Employment & Counseling Centre of the Domicile District, she shall relinquish the Proprietorship of unit/enterprise and also stakes, if any, in such self-employment unit/enterprise before joining the Government Service. She shall be required to repay the entire loan liability in suitable EMIs to be worked out by the DDO concerned from her salary. The DDO concerned shall obtain an affidavit from the concerned appointee regarding both relinquishment of proprietorship and stakes, if any, in such a self-employment unit/enterprise and recovery to be made and also personally monitor its recovery.
 - c. The salary of the appointee shall not be drawn and disbursed to her unless satisfactory reports in respect of genuineness of qualification/Date of Birth and other requisite relevant documents are received from the concerned Authorities/Agencies.
 - d. The appointee shall be on probation for a period of two years.
 - e. The appointment of the candidate shall be governed by the "New Pension Scheme" as per SRO 400 of 2009 dated 24.12.2009.
 - f. The Deputy Director Estates, Jammu shall further ensure that the death of the deceased employee has taken place on or after 01.01.2018 and if otherwise, the order shall be treated as cancelled ab-initio.
 - g. The appointment of the appointee shall be subject to outcome of writ petition(s), if any, pending before Competent Court(s) of Law.

By order.

**Sd/-
(Kishori Lal) JKAS
Director Estates, Jammu**

No. EST-EST/116/2022-04-7091425

Dated:08 .01.2024

Copy to the:-

1. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
2. Director Archives, Archaeology & Museums, J&K.
3. Deputy Director, Estates, Jammu.
4. Private Secretary to Principal Secretary to Government, Estates Department.
5. Private Secretary to Commissioner/Secretary to the Government, General Administration Department.
6. P.A to Director Estates, Jammu.
7. Ms. Heena Mattoo D/o Late Romesh Kumar (Ex- Helper/Sanitary Attendant), R/o Kot, Tehsil Bhalwal, Jammu for information and compliance.
8. Office Order file (W.3.S.C).


**Braham Raj,
Assistant Director,
Estates Department**
