



Government of Jammu and Kashmir
Public Works (R&B) Department
Civil Secretariat, Srinagar/Jammu.

Subject: Submission of APRs, Works & Conduct/Integrity Certificates on J&K PWDOMS, up-loading of fresh posting details on J&K Vigilance Portal – Regularization of Engineers thereof.

NOTICE

WHEREAS, the Department has initiated the process of submission of regularization proposals of the members of the J&K Engineering (Gazetted) Service on establishment of Public Works (R&B) Department to the Jammu and Kashmir Public Service Commission;

AND WHEREAS, from time to time, instructions have been issued to all eligible members of the Service for submission/ uploading of the Annual Performance Reports (APRs) and other requisite documents on the JKPWDOMS/ JAKSPARROW Portals alongwith posting details on the Vigilance Clearance System (VCS);

AND WHEREAS, it has been observed that all eligible officers have not submitted the prescribed documents on the designated portals, leading undue delay in the finalization of regularization proposals:

AND WHEREAS, it has also been come to notice that a number of officers (Civil/Mechanical) who are/were serving in the Department, have not submitted authenticated documents vis-à-vis certification of their 'Date of Birth (age) and other service particulars' recorded in the official records available in the Department, which are crucial for determination of their eligibility, creating hurdles in their regularization;

NOW, THEREFORE, it is enjoined upon all the members of the J&K Engineering (Gazetted) Service on establishment of Public Works (R&B) and are eligible for regularization/ promotion, whether in-service or retired, particularly In-Charge Superintending Engineers (Civil and Mechanical Wing) figuring in the Seniority list issued vide Government Order No.58-PW(R&B) of 2025 Dated 19.02.2025 and vide Government Order No.115-PW(R&B) of 2024 Dated 22.04.2024, and In-charge Executive Engineers, Assistant Executive Engineers and Assistant Engineer to take note of the following instructions for immediate compliance:

- (i) They should upload their complete and up-to-date Annual Performance Reports, Work & Conduct Certificates, and Integrity Certificates on the J&K PWDOMS portal.

- (ii) They should also upload their complete posting details from the date of initial appointment and update the same on the Vigilance Clearance System (VCS) Portal through the concerned Chief Engineers/HoDs for obtaining the latest vigilance status from the General Administration Department.
- (iii) The above requisite documents shall be uploaded within a period of seven (07) days from the date of issuance of this Notice to enable the Department to finalize the proposals in a time bound manner.
- (iv) In the event of failure to upload the requisite documents within the stipulated time, the Department shall be at liberty to initiate appropriate action against the defaulting officers.
- (v) It may be noted that the Engineers/ officers who have retired on superannuation from this Department but whose regular promotions are pending at various levels are also required to upload their updated APRs, complete in all respects, along with Work & Conduct Certificates and Integrity Certificates on the J&K PWDOMS portal. They shall also upload their posting details on the VCS Portal for obtaining updated vigilance clearance.

 25.6.2026

(Shuaib Mohammad Naikoo)

Deputy Secretary to the Government

No. PWD-HRM1/34/2025(CC: 7635004)

Dated: 25.06.2026

Copy to the:

1. All the Administrative Secretaries.
2. Secretary Technical / Engineer-in-Chief, Public Works (R&B) Department.
3. Director, Information and Public Relations, J&K, with the request to publish this notice in two leading English dailies one each from Srinagar/Jammu.
4. All Chief Engineers/HoDS, PW(R&B) Department.
5. Private Secretary to Financial Commissioner [Additional Chief Secretary]PW(R&B) Department.
6. All the concerned officers for compliance.
7. In-charge Website, Public Works(R&B) Department.