Government of Jammu and Kashmir
School Education Department
Civil Secretariat, Jammu/Srinagar

Subject: Delegation of Drawing and Disbursing powers.
Reference: Letters No. DSEJ/Gaz/40930-40 dated 09-09-2026 received from Director, School Education, Jammu.

Government Order No. 400-JK (Edu) of 2026
Dated: 25.09.2026.

Sanction is hereby accorded to the Delegation of Drawing and Disbursing powers of following **33 headless** Institutions to the officers as indicated against each till the regular arrangements are made by the department:

S No.	Name of the Headless Institution	DDO Powers assigned to
1.	Principal HSS Boys Kathua	Principal Girls HSS Kathua
2.	Principal HSS Patnazi, Kishtwar	Principal HSS Binoon, Kishtwar
3.	Principal HSS Seri Khawaja, Poonch	Principal HSS Lassana, Poonch
4.	Principal HSS Bhata Dhurian, Poonch	Principal HSS Surankote, Poonch
5.	Principal HSS Girls Surankote, Poonch	Principal HSS Bufliaz, Poonch
6.	Principal HSS Moorie Gursai, Poonch	Principal HSS Chandimarh, Poonch
7.	Headmaster HS Bhagwati Nagar, Jammu	Headmaster HS Gole Panjpeer, Jammu
8.	Headmaster HS Shama Chak, Jammu	Headmaster HS Pakhian, Jammu
9.	Headmaster HS Sarote, Jammu	Headmaster HS Ranjan Thathi, Jammu
10.	Headmaster HS Chak Majra, Jammu	Principal HSS Salehar, Jammu
11.	Headmaster Girls HS Ramgarh, Samba	Principal HSS Nandpur, Samba
12.	Headmaster HS Mahalshah, Samba	Principal HSS Ramgarh, Samba
13.	Headmaster GHS Katli, Samba	Headmaster HS Jatwal, Samba
14.	Headmaster HS Lakhanpur, Kathua	ZEO Lakhanpur, Kathua
15.	Headmaster HS Logate, Kathua	Principal HSS Kathera, Kathua
16.	Headmaster HS Rajbagh, Kathua	Principal HSS ChhanArorian, Kathua
17.	Headmaster HS Dadooa, Reasi	Headmaster Girls HS Pouni, Reasi
18.	Headmaster HS Hartaryan, Udhampur	Principal HSS ChakRakwalan, Udhampur
19.	Headmaster HS Jansal, Udhampur	Principal HSS GarhDhamma, Udhampur
20.	Headmaster City HS Boys Udhampur	Principal HSS Boys Udhampur
21.	Headmaster HS Mand, Udhampur	ZEO Tikri, Udhampur
22.	Headmaster HS Pathi, Udhampur	Headmaster HS Bhangra Khalsa, Udhampur
23.	Headmaster HS Garhi, Udhampur	Principal HSS Garhi, Udhampur
24.	Headmaster HS Kalta, Udhampur	Headmaster HS Narore, Udhampur
25.	Headmaster HS Baggar, Doda	Principal HSS Behota, Doda
26.	Headmaster HS Kither, Kishtwar	Headmaster HS Bisanwali, Kishtwar
27.	Headmaster HS Kotli Kalaban, Rajouri	ZEO Manjakote, Rajouri
28.	Headmaster HS Targain, Rajouri	Principal HSS Samote, Rajouri

29.	Headmaster HS Kalka, Rajouri	Headmaster HS Thanna, Rajouri
30.	Headmaster HS Degwar Maldalyan, Poonch	Headmaster HS Bachianwali, Poonch
31.	Headmaster HS Sar Gursai, Poonch	Headmaster Girls HS Harni, Poonch
32.	Headmaster HS Kasblari, Poonch	Headmaster HS Khajoor Dhara, Poonch
33.	Headmaster GHS Chandak, Poonch	Headmaster HS Rajara, Poonch

The above delegation is subject to the following conditions:

1. The officers concerned shall be the Gazetted Officers in accordance with the applicable rules and instructions governing the Union Territory of Jammu & Kashmir.
2. The delegated DDO powers shall be exercised against the existing DDO Code of the respective institution, and no separate DDO Code shall be created on account of such delegation unless otherwise authorized by the competent authority.
3. The delegation shall be restricted strictly to drawing and disbursing salaries, operating authorized funds, and processing/handling of bills and other permissible financial transactions through the existing financial and treasury systems of the Union Territory of Jammu & Kashmir.
4. The delegation shall be confined exclusively to financial and DDO-related functions and shall not confer any administrative powers, including powers relating to appointment, posting, transfer, promotion, disciplinary matters or any other service-related matter, unless separately authorized under the applicable rules.
5. The officers exercising the delegated DDO powers shall ensure strict compliance with the applicable Financial Code (GFR), Treasury Rules, Delegation of Financial Powers, Government instructions and other relevant statutory/procedural provisions, as amended from time to time.

By order of the Government of Jammu and Kashmir.

Sd/-
(Ram Niwas Sharma)IAS
Commissioner/Secretary to the Government
School Education Department

No. Edu-GAZ/6/2023-01 (7099946) Dated: 25.09.2026

Copy to the:-

1. Joint Secretary (JK&L), Ministry of Home Affairs, Government of India.
2. Director, School Education, Jammu, for information.
3. OSD with Hon'ble Minister for School Education Department, J&K UT.
4. Concerned Treasury Officers.
5. Concerned Officers.
6. Private Secretary to the Commissioner/Secretary to the Government, School Education Department.
7. I/c Website, School Education Department.
8. Government Order file (w.2.s.c).

25.9.2026

(Mohan Singh)
Under Secretary to the Government
School Education Department