



Government of Jammu and Kashmir
School Education Department
(HUMAN RESOURCE MANAGEMENT SECTION)
Civil Secretariat, Srinagar/Jammu

Subject: Constitution of Committee for regularization In-charge Headmaster.

Government Order No: 385 - JK (Edu) of 2026.

Dated: 21 .09.2026.

Sanction is hereby accorded to the constitution of a committee, comprising the following officers to undertake a one-time comprehensive reconciliation and verification exercise in respect of such I/c Headmasters (now retired), who claim to have been left out/dropped in the process of regularization:

1	Director Finance (SED)	Chairman
2	Additional Secretary (AK)	Member
3	Additional Secretary (Legal)	Member
4	Personal Officer (DSEJ)	Member
5	Personal Officer (DSEK)	Member Secretary

The Committee shall be assisted by Section Officer, HRM Section (SB) and Assistant Section Officer Gazetted Section (Y), School Education Department in its deliberations, who shall provide all necessary records/documents to the Committee and procure the same from the Directorates wherever considered necessary.

Terms of Reference:

- i. to identify and compile the complete list of left out In- charge Headmasters/equivalent incumbents who were formally placed as such but were not regularized, including those who have since retired.
- ii. to verify, from the original placement orders, service records, seniority position and other relevant documents, whether the incumbents actually discharged the duties of In- charge Headmasters during the period claimed.
- iii. to ascertain and reconcile the sanctioned strength, working strength, vacancies and the dates of occurrence of vacancies in the cadre of Headmasters for the relevant period;
- iv. to examine whether the concerned incumbents were within the prescribed consideration zone and otherwise eligible for

regularization/promotion under the rules applicable during the relevant period.

- v. to identify cases which were left out specifically on account of non-availability/accrual of vacancies and distinguish the same from cases involving deficiency in eligibility, vigilance status, service record or any other disqualification.
- vi. to examine the cases of retired incumbents separately, keeping in view the relevant rules and the legal position governing post-retirement consideration of such claims.
- vii. to examine whether any court/tribunal proceedings, interim orders or other legal impediments are subsisting in any of the cases.

The committee shall submit a case-wise recommendation, clearly indicating the reasons for exclusion/non-regularization and recommendations within a period of one month.

By order of the Government of Jammu and Kashmir.

Sd/-

(Ram Niwas Sharma) IAS

Commissioner/Secretary to the Government,
School Education Department.

No. Edu-HRM/450/2023-01 (7312592)

Dated: 21.09.2026.

Copy to.

1. Joint Secretary (J, K & L) Ministry of Home Affairs, Government of India.
2. Director School Education, Jammu.
3. Director Finance, School Education Department (Chairman).
4. Director, School Education, Kashmir.
5. OSD with Hon'ble Minister for School Education.
6. Additional Secretary to the Government, School Education Department (AK) (Member).
7. Additional Secretary, Legal, School Education Department (Member).
8. Personnel Officer, Directorate of School Education, Jammu (Member).
9. Personnel Officer, Directorate of School Education, Kashmir (Member Secretary).
10. Private Secretary to Commissioner/Secretary to the Government, School Education Department.
11. Section Officer, HRM Section/Assistant Section Officer, Gazetted Section.
12. Government Order file (w.2.s.c).

(Thannaji Bhat)

Under Secretary to the Government,
School Education Department.



21.09.2026