



Government of Jammu and Kashmir

**DIRECTORATE OF SCHOOL EDUCATION**

MUTHI CAMP JAMMU-181205

Sub: Transfer/Adjustment of Head Assistants and provision of salary thereof.  
Ref: DSE Jammu's Order No. 1035-DSEJ of 2023 dated: 10-05-2023

**ORDER No: 1067-DSEJ of 2023****DATED : 08-06-2023**

In continuation to this office order 1051-DSEJ of 2023 dated: 02-06-2023, sanction is hereby accorded for the authorization of drawal of salary in favour of following Head Assistants against the posts as mentioned against each:

S.No	Name of the Head Assistant	Place of Posting	Post allotted for drawal of salary
1	Mohd Ramzan	Joint Director (Udhampur / Reasi) Range	ZEO Office Gool, Ramban
2	Usha Devi	ZEO Jourian, Jammu	ZEO Sunderbani, Rajouri
3	Lekh Raj	ZEO Assar, Doda	ZEO Office Ramban

The concerned DDO shall draw and disburse the salary in favour of above said official after observing all the codal formalities as are required under rules in accordance with the Circular instructions of the Finance Department issued vide No. 104-F of 2018 dated: 27-03-2018. It should also be ensured by the concerned DDO that there is no double drawal on the account and he/she shall be personally responsible for cross checking that the concerned officials has attended official duties or was on sanctioned leave during the period for which the salary is to be drawn.

**By the order of Director School Education, Jammu.**

(Dr. Vikas Dhar Bagati) JKAS  
Personnel Officer

Directorate of School Education  
Jammu

No: DSEJ/NG/NT/2023/18419-30  
Copy to the:-

Dated: 08-06-2023

1. Principal Secretary to the Government, School Education Department, Civil Secretariat, J&K, Jammu/Srinagar for information
2. Joint Director Education Department (All) for information.
3. Chief Education Officer, Jammu, Udhampur, Doda, Ramban and Rajouri for information.
4. Zonal Education Officer, \_\_\_\_\_ for information and necessary action.
5. In-charge website of this Directorate for uploading the order on website.
6. Office Record.