

URGENT

Subject: Placement as In- Charges/ officiating arrangements on higher posts- details thereof

During scrutiny of the records, it has been found that a number of orders have been issued previously by this directorate wherein a number of personnel have been ordered to officiate on the higher posts or have been placed as In- Charges of the higher posts. In most of these cases, formal orders with regard to confirmation/ regularization of these arrangements are yet to be issued by the DPC/directorate.

2- Before proceeding further into the matter, you may please go through the records to find-out/ trace-out any orders from the Govt or any other higher formation asking this directorate for making such arrangements (officiating or In- Charges) and copies of such order(s) may be placed for perusal and further action.

This may be done on priority and the reply should be submitted by or before 02.06.2021 positively.


DF&ES J&K

Admn. Officer

NO: DF&ES/Estt/2021/ 5463-66
Dated: 28.05.2021

N.O.O.

Copy to the:-

1. Joint Director F&ES Jammu/Kashmir
2. DD F&ES Srinagar/Jammu
3. All Command officers in J&K

.....with the directions to furnish nominal roll of upper/lower subordinates posted in their respective offices/Commands who are working on higher posts on officiating or In- Charge arrangement basis on the enclosed format so as to reach this office by 02.06.2021.

Proforma for information on officiating arrangements

S.No.	Name of the personnel	Post held on substantive/regular basis with date	Grade of the pay held on substantive/functional scale.	Details of officiating/ In charges arrangements			Remarks
				Post on which officiating/ working as In Charge	Order No./ date	Date since when officiating / working as In charge	