

Sub: Framing Seniority list of Teacher cadre.

Circular

30/24  
20/4/2024  
20/10

Whereas, the instruction were conveyed to all Sub-ordinate/District Head offices to prepare/ furnish a seniority list of teachers vide this office communication dated: 16/09/2020 followed by reminder dated: 14/12/2020 & 19/01/2021; and

Whereas, the said seniority list was not submitted to this office despite lapse of considerable time;

Whereas, the authorities have taken serious note of it and has desired to prepare a seniority list of whole teacher cadre after observing all the formalities as required under rules;

Now, therefore in supersession of all earlier communications made by this office on the subject, it is enjoined upon all the District Heads to prepare a tentative seniority list of whole teacher cadre in respective Districts for inviting objections and after giving wide publicity to it and thereafter a final seniority list shall be framed in accordance of seniority/inter-se-merit/other merits as envisaged in rule 24 of Classification Control and Appeal Rules of 1956 on the following format:

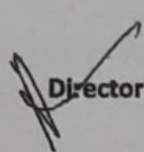
S.No.	SSRB Selection S.No. /Regularization Order S.No.	Name of the teacher/ Designation/ Place of Posting	Date of Birth as per service book/ Matriculation Certificate	Date of appointment as teacher/ Regularization as teacher	Qualification at the time of appointment	Present Qualification	District wherein appointed/ Regularized	Category, if any
1	2	3	4	5	6	7	8	9

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Moreover, all the District Heads shall verify all the original documents viz appointment/engagement/regularization order, service records and other relevant documents in respect of all the enlisted teachers and shall record the following certificates while forwarding the said seniority list to this Directorate:-

- a) that the teachers enlisted in the seniority list are holding genuine appointment in the Department and have been appointed by the competent authority on the substantive posts and does not fall under fake/fraud unregularized ReT/Migrant substitutes/FAT Teachers.
- b) that the ReT Teachers have been engaged in the Department by the competent authority and have regularized/transacted to the Teacher Grade II/III by the competent authority.
- c) that the enlisted teachers have qualified the Degree from the Recognized Universities /University of Kashmir/Jammu.
- d) that all the aspirants belonging to reserved categories have genuine certificates issued by the competent authority in terms of SRO 294 of 2005.
- e) that the particulars recorded in the seniority list of each teacher have been verified with reference to their service records/documents/testimonials.
- f) that none of the teacher working in the District on substantive posts have been left out in the said seniority list.

The hard copy/soft copy of Seniority list be submitted to this office through a special messenger within a period of 01 month.

  
Director of School Education  
Kashmir

No.: DSEK/Estt/III/B-Trs/ 2159-65

Dated: 16/10/2021

Copy to the:-

1. Principal Secretary to Govt., Civil Secretariat, Srinagar for Information.
2. Director School Education, Jammu for Information.
3. Joint Director, School Education Kashmir \_\_\_\_\_ (All) for information.
4. Joint Director Migrant Cell, DSE Jammu for Information and necessary action
5. Chief Education Officers \_\_\_\_\_ (all) for information and immediate necessary action.
6. Principal DIET \_\_\_\_\_ (All).
7. PA to Director for Information of Director.

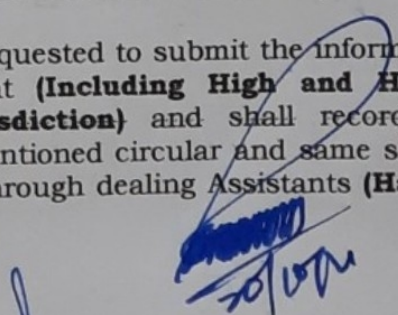
OFFICE OF THE  
**CHIEF EDUCATION OFFICER BARAMULLA**

No:-CEO/Bla/Estt/T/ 17396-609

Dated: -20-10-21

Copy of the above Circular No.DSEK/Estt-III/B-Trs/2159-65 Dated.16-10-2021, is forwarded to **DDO's** \_\_\_\_\_ (All), for information and necessary action in light of the contents of the Circulars.

Moreover, the **ZEO's** \_\_\_\_\_ (All) are requested to submit the information in consolidated manner as per devised format (**Including High and Higher Secondary Schools falling under your Jurisdiction**) and shall record the certificates as mentioned from (a to f) in aforementioned circular and same should reach to this office within three days positively through dealing Assistants (**Hard & Soft Copy**).

  
Chief Education Officer  
Baramulla