

Azad Govt. of the State of Jammu & Kashmir
(Finance Department)

"Muzaffarabad"
22nd December, 2014

OFFICE MEMORANDUM

Subject: PROMOTION OF LOWER GRADE EMPLOYEES.

In pursuance of the policy of Federal Government issued vide O.M No. 1(4).R-1/2009 dated 31-12-2012, the President Azad Jammu & Kashmir has been pleased to decide as under with immediate effect:-

- i) Employees of BPS 1 to 4 may be entitled to one step promotion to next pay scale twice throughout their service.
- ii) An employee falling in the above category may be given one step promotion to the immediate next pay scale in which he is serving presently after rendering 10 years of satisfactory service from the date of his regular appointment.
- iii) The second one-step promoting to next pay scale may be granted to him after completion of another 10 years of service from the date of first promotion or after rendering satisfactory service of 20 years from the date of regular appointment.
- iv) BPS 1 to 4 employees, who were moved one step up w.e.f. 01-07-2007 in pursuance of para-2 of this department's Office Memorandum No. FD/R/(340)/2007 dated 08-09-2007, will be entitled to the second one step promotion to next scale on completion of 20 years satisfactory service from the date of their regular appointment.

2. All the departments are requested to take further necessary action to implement the above policy and will strictly observe prescribed procedure for promotion of these employees.

(Inayat Ali Qazi)

22/12/2014
Deputy Secretary (Regs.)

Copy to the:-

1. Secretary to the President, Azad Jammu & Kashmir.
2. Secretary to the Prime Minister, Azad Govt. of the State of Jammu & Kashmir.
3. Private Secretaries to all the Ministers/Advisors/Special Assistant to the Prime Minister, Azad Govt. of the State of Jammu & Kashmir.
4. Private Secretary to the Chairman Prime Minister Inspection & Implementation Commission, Azad Govt. of the State of Jammu & Kashmir.
5. Private Secretary to the Chief Secretary, Azad Govt. of the State of Jammu & Kashmir.
6. Private Secretary to the Additional Chief Secretary (Gen.), Azad Govt. of the State of Jammu & Kashmir.
7. Private Secretary to the Senior Member Board of Revenue, Azad Govt. of the State of Jammu & Kashmir.
8. Private Secretary to the Additional Chief Secretary (Dev.), Azad Govt. of the State of Jammu & Kashmir.
9. Private Secretary to the Secretary Finance, Azad Govt. of the State of Jammu & Kashmir.
10. All Secretaries, Azad Govt. of the State of Jammu & Kashmir.
11. Registrar Supreme Court/High Court/Shariat Court/Service Tribunal.
12. Registrar AJ&K University Muzaffarabad / Mirpur University of Science & Technology (MUST)/ Poonch University Rawalakot/ Women University Bagh/ University of Management Sciences & Information Technology Kotli.
13. Accountant General, Azad Jammu & Kashmir.
14. Director General Audit, Azad Jammu & Kashmir.
15. Director Local Funds Audit.
16. All Heads of Attached Departments.
17. Controller Govt. Printing Press.
18. Muhammad Sharif Awan, President All Secretariat Employees Association Azad Kashmir.
19. Master File.

(Kh. Khurshid Ahmed)