

**Government of Jammu & Kashmir**  
**Directorate of Rural Development Kashmir**

The Project Officer Wage Employment  
(ACD) Leh/ Kargil.

**No:-DRDK/Estt/DPC-2013/ 21672-73**      **Dated: 30-10-2013**

Subject:- Filling-up of the post of Head Assistant- Conducting DPC thereof.

Sir,

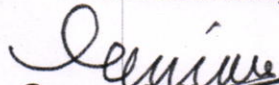
In order to consider the cases of eligible Senior Assistant for promotion to the post of **Head Assistant** through the conduct of DPC under rules, I am directed to request you to furnish the following details / information in respect of the below named employees:-

- |   |           |
|---|-----------|
| 1. Mohammad Hussain, Sr. Assistant      | (Kargil)  |
| 2. Mohammad Munawar Lone, Sr. Assistant | (Kupwara) |
| 3. Mohammad Hussain, Sr. Assistant      | (Kargil)  |
| 4. Tsering Diskit, Sr. Assistant        | (Leh)     |
| 5. Phuntsog Angchok, Sr. Assistant      | (Leh)     |

- i) Complete APR dossiers of these officials for the last five years.
- ii) Complete posting details of these officials since the date of their initial appointment till date (without missing links).
- iii) Certificates (in prescribed proforma) regarding:-
  - a. Integrity, work and conduct certificate.
  - b. Departmental / criminal proceedings, if any, pending against these officials.
- iv) An undertaking duly attested by the Judicial Magistrate be obtained from the concerned Sr. Assistant to the effect that he/she is ready for serving in Kashmir Valley

The above mentioned documents / information be furnished to this office within weeks' time, so that further course of action is taken-up accordingly.

Yours faithfully

  
**Qamar Sajjad (KAS)**

Deputy Director (Adm)  
Rural Development Department  
Kashmir

