Subject: - Settlement of compassionate appointment cases in terms of SRO- 43 of 1994.

CIRCULAR NO: 04-Home of 2014
DATE: 12-05-2014

It has been observed that while recommending the SRO-43 cases for settlement, the Heads of the Departments, under the Administrative Control of the Home Department do not adhere to the circular instructions issued by the General Administration Department vide its circular No.27-GAD of 2013 dated 25.09.2013; more often than not incomplete cases are submitted without all the required documents.

Therefore, in order to avoid delay in settlement of the SRO-43 cases, it is, enjoined upon all the Heads of the Departments under the administrative control of the Home Department to strictly forward all the SRO-43 cases to the Administrative Department as per the following details:

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<tr>
<td><strong>1.</strong></td>
<td>Application submitted by the applicant for appointment, under SRO-43/94, along-with date duly authenticated by the competent authority.</td>
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<td><strong>2.</strong></td>
<td>Permanent Resident Certificate (PRC) issued by ACR/ACD/SDM, concerned with official seal.</td>
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<td><strong>3.</strong></td>
<td>Dependent Certificate issued by Assistant Commissioner Revenue, concerned along-with official seal indicating age and occupation of all the dependents, who are actually dependent on the deceased at the time of his/her death, as stipulated in sub-rule(iii) of rule-2 of SRO-43/94.</td>
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<tr>
<td><strong>4.</strong></td>
<td>Death certificate issued by the concerned Police Station or Registrar births and deaths, as envisaged in Act. No.18 of 1969 (Registrar of births &amp; deaths) along-with official seal.</td>
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<tr>
<td><strong>5.</strong></td>
<td>Academic/date of birth certificate in case the beneficiary has read up-to 10th standard should be countersigned by the CEO/ZEO.</td>
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<tr>
<td><strong>6.</strong></td>
<td>Date of birth certificate, if issued by Private institutions should be countersigned by concerned CEO/ZEO.</td>
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<tr>
<td><strong>7.</strong></td>
<td>Photostat copy of Service Book (complete) of the deceased official duly attested by the concerned DDO.</td>
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<td><strong>8.</strong></td>
<td>In case the applicant is illiterate the age certificate should be issued by the Medical Board, consisting of CMO, Radiologist and Dental Surgeon, as stipulated in Article 35-AA of CSR-Vol-I.</td>
</tr>
<tr>
<td><strong>9.</strong></td>
<td>Undertaking of the applicant to the effect of taking care of all dependents and affidavits of all the dependents indicating no objection in case the applicant is to appointed under SRO-43/94.</td>
</tr>
</tbody>
</table>
duly issued/sworn in the Court of 1st Class judicial/executive Magistrate (in original).

10. Report of District level screening-cum-coordination Committee in case death of the deceased occurred due to militancy related action, as stipulated in sub rule (2)a of Rule-5 of SRO-43/94,
Non-involvement report issued by Police/CID authorities, in favour of the deceased as well as applicant and Ex-gratia relief order copy.

11. Marital status certificate duly issued by concerned Tehsildar with official seal (in case of female beneficiary).

12. In the missing cases, copy of death declaration issued by the concerned DC and affidavit/undertaking from the applicant that in case the assumed missing person returns to his home, he/she will forfeit the benefits and return the cash compensation or salary along-with the ex-gratia relief, which he/she may have received.

13. Indicate the reasons of delay/pendency of the SRO-43 cases(if any) while submitting such cases to Home Department.

Sd/-
(Suresh Kumar) IAS
Principal Secretary to Government, Home Department

No. Home/ SRO-43/18/2013 /2690 Dated:- 12.05.2014
Copy to the :-
1. Director General of Police, J&K Srinagar.
2. Director General of Prisons, J&K, Srinagar.
4. Director General, Fire & Emergency Services, J&K Srinagar.
5. Director Forensic Sciences Laboratory, Srinagar J&K.
6. All Commandants of Armed/ IRP Bn. and District SSPs.
7. OSD to Hon’ble Minister of State for Home.
8. Private Secretary to Principal Secretary to Government, Home Department.
9. I/C website Home Department.

(Mushtaq Ahmad) IAS
Deputy Secretary to Government
Home Department.