



Office of the Chief Executive Officer
Shri Mata Vaishno Devi Shrine Board, Katra

Circular

Whereas, the inter-Se seniority status as on 31.12.2019 of graded employees of SMVDSB was circulated in the year 2020. In the intervening period, various developments like promotions, new appointments, superannuation's, re-structuring of cadres, deaths of employees etc. have taken place, which necessitate the updating and re-circulation of seniority list, and;


Whereas, vide Order No. 496/SB of 2021 dated 08.03.2021, a committee of officers was constituted to revisit the seniority lists in each cadre and prepare a revised Tentative Seniority Booklet in respect of graded employees, for circulation and seeking objections particularly from the employees who were placed in graded pay structure w.e.f. 01.07.2019 & 01.01.2020.

Now therefore, the tentative seniority Booklet as on 31.12.2020 in respect of all graded employees working in the Shrine Board is being forwarded to all respective area / unit heads for wide circulation amongst employees. All the area /unit heads shall ensure to place the booklet at easily assessable place as well as also direct the office dealing hand to brief each and every graded employee working under their control about his /her seniority status. The concerned employees may file their objection; if any (with justification and documentary evidence) to this office within 21 days of the issuance of this circular. Further, no claims / objection of the employees whose case has already been finalized / settled in the seniority list issued on 31.12.2019 shall be entertained.

In case no written objections are received from any employee within the stipulated date, it shall be presumed that he/ she has no objection to his/her seniority status depicted in the booklet and necessary action for issuance of final seniority Booklet (with changes wherever necessitated), shall be taken accordingly.

All unit heads shall positively ensure that the tentative seniority lists are seen by all employees working in their respective unit, as no cognizance whatsoever shall be taken of the claim / objections received after the stipulated period. The Booklet of Revised / Tentative Seniority of all Regular graded employees is also up-loaded on the Official website of Shrine Board www.maavaishnodevi.org. for general information of each and every employees of Shrine Board.

This issues with the approval of Chief Executive Officer, SMVDSB.


(Dr. Sunil Sharma), KAS
Joint Chief Executive Officer
26/10/21

No: CO/HRD/S/69/Part-II/10664-10734

Dated: 26.10.2021

Copy to the:-

1. Chief Executive Officer, SMVDSB, Katra.
2. Director (Finance), SMVDSB, Katra.
3. Joint Chief Executive Officer (J), SMVDSB, Katra.
4. Sub Divisional Magistrate, Bhawan.
5. Dy. Chief Executive Officer (D), SMVDSB, Katra.
6. Dy. Chief Executive Officer (V), SMVDSB, Katra.

7. Executive Engineer (Civil), Niharika / Kakryal.
8. Chief Administrative Officer, SMVDNH, Kakryal
9. Dy. Divisional Manager, E & R, Niharika.
10. Sr. Manager (Adm. & Oprs.), CO, Katra.
11. Asstt. Conservator of Forests, SMVDSB, Katra
12. Manager, VD, Jammu / Bhawan / Banganga / Stores.
13. System Manager, IT, CO, Katra with the directions to upload the booklet on official website of SMVDSB.
14. Dy. Manager, Transport & Catering / Adhkuwari / Tarakote Marg / Siar Dabri.
15. All concerned Area / Unit head _____
16. Order Book/Master File.