

Government of Jammu and Kashmir
Department of Skill Development
Civil Secretariat, J&K

Subject: Permission to visit Tallinn, Estonia, (Northern Europe) on private affairs and grant of earned leave in favour of Ms. Suraya Tabasum, Assistant Director.

Government Order No.06-JK(DSD) of 2026

Dated:-17.02.2026

Sanction is hereby accorded to the grant of 30 days earned leave w.e.f. 11.05.2026 to 10.06.2026 in favour of Ms. Suraya Tabasum, Assistant Director (Planning) presently posted in the Department of Skill Development, with permission to leave the station to visit Tallinn, Estonia, (Northern Europe), on private affairs, subject to following terms and conditions: -

- I. That there is no pending inquiry/investigation against the aforementioned officer in any forum of UT of J&K;
- II. That all the expenses of the tour/visit shall be borne by the officer herself;
- III. That the said visit is not against the interest of security and integrity of the nation;
- IV. That she shall not take up any assignment/gainful employment /office of profit during her stay period in Estonia;
- V. That she will resume her duties immediately after expiry of sanctioned period;
- VI. That concerned employee shall not apply for further extension of leave without resuming her duties & no further extension of leave whatsoever shall be granted as such under normal leaves rules.

By order of the Government of Jammu and Kashmir.

Sd/-

(Kumar Rajeev Ranjan) IAS
Secretary to the Government

No. DSD-Adm/43/2025-02

Copy to the:-

Dated:-17.02.2026

1. Joint Secretary, J&K, Ministry of Home Affairs, GoI.
2. Administrative Secretary, Department of Planning, Monitoring and Development Department, J&K.
3. Director General, Economics and Statistics, J&K for information. He is also requested to kindly assign the temporary charge of Assistant Director (P) for the Department of Skill Development, during the leave period of the officer.

4. Director, Archives, Archaeology & Museum, J&K.
5. Director Finance, Department of Skill Development for information and necessary action.
6. OSD with Hon'ble Deputy Chief Minister (Minister in-charge, Skill Development).
7. Concerned Officer.
8. PA to Secretary to the Government, Department of Skill Development.
9. In-charge Website, Department of Skill Development.
10. Government Order File/Stock File.

17.2.2026
(Waqar Talib) JKAS

Under Secretary to the Government