

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

Subject:- Correction in service details of employees on JKHRMS-Constitution of committee thereof.

**Government Order No:- 84-JK(DSD) of 2024**  
**Dated:-28 .11.2024**

Pursuant to Government Order No. 1767-(JK) GAD of 2024 dated 15.10.2024, sanction is hereby accorded to the constitution of committee comprising the following, for examining/scrutinizing and recommending cases of employees representing for correction in service details captured on JKHRMS Portal in respect of the employees of Department of Skill Development:-

1	Director Finance	Chairman (Nodal Officer)
2	Mr.Nisar Ahmad Shad, Deputy Secretary to the Government, Department of Skill Development.	Member
3	Assistant Accounts Officer	Member

**Terms of reference:-**

- I. The committee shall consider requests on the basis of authenticated documents, certificates, including the first page of the service book, etc. duly forwarded by concerned HoD.
- II. Each request for editing details already captured on JKHRMS shall undergo rigorous scrutiny to ensure/genuineness of the case and compliance with regulations.
- III. Director Finance/FA/CAO, shall be the Nodal officer for making correction on JKHRMS on the basis of recommendations firmed by the Committee, with the approval of the concerned Administrative Secretary.

**By order of the Government of Jammu and Kashmir**

Sd/-  
**(Kumar Rajeev Ranjan)IAS**  
Secretary to the Government.

No.DSD-GEN/293/2022-02

Dated. 28.11.2024

Copy to the:-

1. Joint Secretary, J&K, Ministry of Home Affairs, GoI.
2. Commissioner/Secretary to the Government, General Administration Department