



**Government of Jammu and Kashmir  
Higher Education Department  
Civil Secretariat, J&K.**

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Subject: Grant of permission in favour of Dr. Shabeena Kuttay, Assistant Professor (English), Government Degree College, Magam to visit the Kingdom of Saudi Arabia for performing Umrah.

**Government Order No: 58 -JK(HE) of 2025  
Dated: 03 -02-2025**

Sanction is hereby accorded to the grant of permission in favour of Dr. Shabeena Kuttay, Assistant Professor (English), Government Degree College, Magam, to visit the Kingdom of Saudi Arabia for performing Umrah w.e.f. 23-01-2025 to 14-02-2025 (during Winter break), subject to the following terms and conditions:-

- i. That she shall not engage herself in any gainful employment and will not take-up any assignment during her stay in Saudi Arabia.
- ii. That she will resume her duty immediately after expiry of the permission.
- iii. That the visit will purely be private and shall not be clubbed with any official/semi official activity.
- iv. That no financial support or hospitality from any Govt./Semi Govt. or professional body shall be availed.
- v. That the concerned DDO shall make necessary entries to this effect in the Service Book of the Faculty Member.
- vi. That she shall not involve herself in any anti national or subversive activities there.
- vii. That she shall abide the J&K Civil Services (CC&A) Rules, 1956.

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

**Sd/-  
(Shantmanu) IAS**  
Financial Commissioner (Additional Chief Secretary)

No. HED-GAZ/413/2024-04(7603186)

Dated: 03 - 02-2025

Copy to the :-

01. Joint Secretary (J&K), Ministry of Home Affairs, Government of India, New Delhi.
02. Director Colleges, J&K.
03. Director, Archives, Archaeology and Museums, J&K.
04. OSD to the Hon'ble Minister for Higher Education Department for information of the Minister.
05. Principal, Government Degree College, Magam.
06. Concerned.
07. Pvt. Secretary to Financial Commissioner (ACS), Higher Education Department.
08. Incharge website, Higher Education Department.
09. Government Order Register/Monday Return (W.2.S.C).

**(Sanjay Kumar Tickoo), JKAS**  
Deputy Secretary to the Government

*Sanjay Kumar Tickoo*

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