

**Office of the Chairperson  
Committee for Fixation & Regulation of Fee of Private  
Schools, J&K (FFRC)**

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**Circular No: 03 FFRC of 2024**

**Dated: 27.02.2024**

**Subject: - Fixation, determination and Regulation of Fee of Private schools-seeking information thereof.**

It has been observed over a period of time that the Private school managements through their representatives are approaching to the officials of FFRC in their individual capacity for seeking clarifications regarding fee fixation and related matters exclusively falling in the domain of Hon'ble Chairperson/Committee/Administrative section.

It has also been observed that school representatives are bypassing the authorized officer (s) in seeking clarifications regarding the subject and highlighting their grievances if any.

There is a set organizational pattern in the Committee and accordingly work is distributed among the officials.

No official in his individual capacity is authorized to pass any instructions regarding fee fixation and regulation and to summon any school representative for seeking clarification while bypassing the office of Hon'ble Chairperson or Administrative section.

To avoid such practice in future, all the private school managements whether as an association or in individual capacity are strictly instructed to seek clarification or information regarding issues pertaining to fee fixation and regulation from Administrative section/ officer authorized by the Chairperson.

The School managements are put under strict instructions to communicate only through official mail of FFRC ([chairmanffc@gmail.com](mailto:chairmanffc@gmail.com)), and official telephone No.(s); 01944034841(Srinagar), 01912956990 (Jammu). No school representative/official shall communicate with officials of FFRC on personal telephone numbers.


Appointment with Hon'ble Chairperson may be sought on above mentioned telephone numbers or official mail from Mr. Bashir Ahmad Zargar in Srinagar office and Mr. Arvind Gupta in Jammu office of FFRC.

In case a school principal/Chairman or any official receives any communication from any official of FFRC in individual capacity regarding fee Fixation and other related issues, the same shall be reported to FFRC immediately.



Any deviation by the school managements/officials of FFRC from instructions supra shall warrant strict action under rules.

**By Order of Hon'ble Chairperson.**

  
( Nazir ul Hussain Shah )  
Administrative Officer  
(FFRC)

NO. FFRC/Adm/01/2024

Dated: - 27/02/2024

Copy to:-

1. P.A to Hon'ble Chairperson for the information of Chairperson;
2. In charge website for uploading the same on official website;
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