

**Government of Jammu & Kashmir**  
**Directorate of Rural Development Kashmir**

No;DRDK/Accts/65/35-95

Dated;- 26 12.2020

Subject:- Release of funds under Major Head 2071 Pensionery and other retirement benefits for the year 2020-21 (**115-Leave encashment benefit**).

In pursuance to Administrative Department's allotment order No.28/JKUT/FDARDD1/Adm-BE/2020-21/12/139 dated:-23.12.2020, sanction is hereby accorded to the release of funds amounting to **Rs. 14718130.00 (Rupees One Crore Forty Seven Lacs Eighteen Thousand One Hundred Thirty Only)** under **115-Leave Encashment (Leave Salary)** in favour of DDOs of Rural Development Department for its disbursement of the retiree Officers/Officials.

(Rs in Lacs)

S.No	Name of DDOs	Name of Retiree/Expired	Date of retirement	Now	Total
1	DRDA Baramulla	Mohd.Latief Ansari BDO	30.04.2013	76900.00	76900.00
2	DRDA Pulwama	Manzoor Ahamd Shah deceased Stenograph	07.07.2013	32000.00	32000.00
3	DRDA Pulwama	Mohd.Yousuf Bhat CAO	31.12.2013	45000.00	45000.00
4	DRDA Pulwama	Mohd.Yaseen Shah Accountant	31.03.2014	22000.00	22000.00
5	Xen.REW Pulwama	Ali Mohd.Shah Helper	20.09.2016	31250.00	31250.00
6	BDO Khaipora	Mst.Farhat Afza BDO	31.03.2019	19290.00	19290.00
7	BDO Boniyar	Ab.Hamid Khan Helper	31.03.2019	348320.00	348320.00
8	BDO Manzgam	Mohd.Shafi Akhoun l/c BDO	31.05.2019	32000.00	32000.00
9	Xen.REW Baramulla	Shabir Ahmad Bhat l/c AE	31.07.2019	646120.00	646120.00
10	ACD Kupwara	Gh.Hassan Lone Head Assistant	31.07.2019	32660.00	32660.00
11	BDO Breng	Bashir Ahmad Bhat l/c JE	31.07.2019	706680.00	706680.00
12	BDO B.K.Pora	Mohd.Sharief Wani VLW	31.08.2019	698880.00	698880.00
13	BDO Suibugh	Ab.Salam Bhat Pyt .Inspector	31.08.2019	31200.00	31200.00
14	BDO B.K.Pora	Kulsooma Akhter Helper	31.12.2019	332640.00	332640.00
15	BDO Budgam	Smt.Zubaida Bukhari VLW	31.01.2020	466830.00	466830.00
16	BDO Beerwah	Syed Fayaz Ahmad orderly	31.01.2020	397800.00	397800.00
17	BDO Shopian	Mukhtar Ahmad Magray expired MPW	13.01.2020	556920.00	556920.00
18	BDO Kralpora	Shamas-ud-din Dar Helper	31.01.2020	386100.00	386100.00
19	BDO Rohama	Mohd.Akbar Dar MPW	31.01.2020	556920.00	556920.00
20	BDO Dachnipora	Farooq Ahmad Shah Helper	31.01.2020	400000.00	400000.00
21	BDO Achabal	Mohd.Abdullah Khanday Helper	29.02.2020	386100.00	386100.00
22	BDO Kulgam	Mohd.Yaqoob Dar Helper	29.02.2020	386100.00	386100.00
23	DPO Ganderbal	Gh.Nabi Sheikh Pyt.Inspector	29.02.2020	778050.00	778050.00
24	BDO Srinagar	Hilal Ahmad Raja W/Supervisor	29.02.2020	377910.00	377910.00
25	BDO Beerwah	Gh.Nabi Alaie Pyt.Inspector	29.02.2020	752310.00	752310.00
26	BDO Rohama	Ab.Rashid Khan Helper	29.02.2020	386100.00	386100.00
27	BDO Tral	Nazir Ahmad Rather Helper	29.02.2020	386100.00	386100.00
28	BDO Kupwara	Khazir Mohd.Bhat Helper	29.02.2020	386100.00	386100.00
29	BDO Kuapwara	Ab.Jabbar Hussain Helper	29.02.2020	386100.00	386100.00
30	BDO Chadoora	Mohd.Afzal Rather W/Supervisor	29.02.2020	515970.00	515970.00
31	DRDA Baramulla	Ghulam Rasoo lMir Chowkidar	29.02.2020	379080.00	379080.00
32	BDO Qaimoh	Mehraj-ud-din Rangraz Helper	29.02.2020	386100.00	386100.00
33	BDO Sumbal	Mohd.Shafi Sheikh Pyt.Inspector	29.02.2020	778050.00	778050.00
34	BDO Nagam	Parveez Sadiq W/Supervisor	29.02.2020	556920.00	556920.00
35	DRDA Baramulla	Mushtaq Ahmad Mir Driver	29.02.2020	752310.00	752310.00
36	BDO Sogam	Mohd.Sarfaraz Malik W/Supervisor	29.02.2020	386100.00	386100.00
37	BDO Khoveripora	Nazir Ahmad Paddar orderly	29.02.2020	386100.00	386100.00
38	BDO Qaimoh	Gh.Mohi-ud-din Mir MPW	29.02.2020	533120.00	533120.00
			<b>Total;-</b>	<b>14718130.00</b>	<b>14718130.00</b>

*RAZ*

*[Signature]*



**However, this authority shall be subject to the following conditions:-**

1. The expenditure shall be made strictly as according to the classifications under which funds have been authorized by the administrative department No. commission/diversion shall be made under any pretext unless specifically and separately authorized.
2. Treasury Officers shall not entertain bills without complete classification under which funds have been placed with the treasury.
3. DDOs shall complete all the codal formalities before presentation of bills at the treasury.
4. All the sanction/approvals and clearance shall be in place before drawal of money from the treasury.
5. **The DDO must ensure NDC from the retired officer/official before release of leave salary in their favour.**
6. **Leave sanctioning authority shall carefully verify the service record of the retired employee while sanctioning leave encashment/retirement benefits. The DDOs shall be personally responsible/for any excess payment this account.**
7. The DDO will operate funds strictly under rules. The leave sanctioning authority/DDO shall ensure that the claim of the cash in lieu is drawn on or after the date of retirement and not before the date of retirement.
8. **That funds shall be utilized strictly as per provision of Circular issued by Finance Department vide No. FD-VII-Gen (110) 2009-10-11 dated;- 29.4.2020, No. FD-VII-Gen (110) 2009-10-11 dated;- 9.7.2020 and No.FD/VII-Gen(110) 2009-10-V dated;- 04.09.2020.**
9. The DDO himself will be responsible for the calculation of the cash in lieu of leave salary with reference to the earned leave at credit of the retiree.
10. **If there is any embezzlement /enquiry/case against any of the retiree whose name is mentioned above in the sanction order pending in the Department/vigilance department/court of law, in such case payment shall not be released till outcome of the case/orders from this office.**
11. The expenditure shall be restricted to the allotment shown above.
12. Certificate to the effect that the cash in lieu was not drawn/paid to the retiree/earlier till date should be recorded on the bill.

The expenditure shall be booked as per the following classifications.

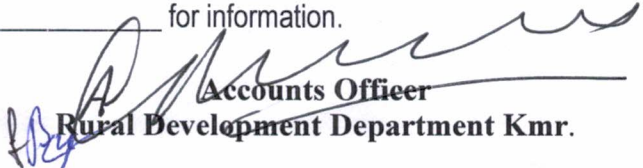
Demand No	08	Finance Department
Officer name	2802	Directorate of Rural Development
Major Head	2071	Pensioner and other retirement benefit
Sub- Major Head	01	Civil
Minor Head	115	Leave Encashment benefit
Group Head	0099	General
Sub-Head	2190	Secretary Finance

Sd/=   
 Director   
 Rural Development Kashmir

No.DRDK/Actts/2020/65135-95   
 Copy to the:-

Dated:- 26 / 12 / 2020

1. Project Officer Wage Employment (ACD) \_\_\_\_\_ for information
2. Project Officer Self Employment (DRDA) \_\_\_\_\_ for information.
3. Executive Engineer REW \_\_\_\_\_ for information.
4. Block Development Officer \_\_\_\_\_ for information.
5. Treasury officer \_\_\_\_\_ for information.
6. Office Copy

  
Accounts Officer   
 Rural Development Department Kmr.