

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

No;DRDK/Accts/ 74089-10  
Dated;-5-03-2022

**Subject:- Release of funds under Major Head 2071 Pensionery and other retirement benefits for the year 2021-22 (115-Leave encashment benefit)**

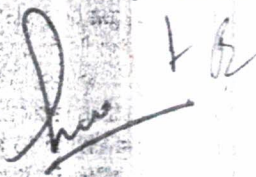
In pursuance to Administrative Department's Release order No.28/JKUT/FDARRI/ADM/RE/2021-22/2/255 Dated:-17.02.2022 sanction is hereby accorded to the release of funds amounting to Rs. **5846840.00 (Rupees Fifty Eight Lakhs Forty Six Thousand Eight Hundred Forty Only)** under **115-Leave Encashment (Leave Salary)** in favour of DDOs of Rural Development Department for its disbursement of the retiree Officers/Officials.

(Amount in Rs)

S.No	Name of Office	Name of Retiree	Designation	Date of retirement	Amount
1	BDO Meelyar	Bashir Ahmad Wani	BDO	30.10.2021	850000.00
2	BDO Litter lasipora	Farooq Ahmad Band	MPW	31.10.2021	590850.00
3	BDO Achabal	Nazir Ahmad Wani	JE	30.11.2021	727740.00
4	ACD Kupwara	Gh.Mohi-ud-din Lone	Head Assistant	30.11.2021	710400.00
6	ACD Budgam	Gh.Qadir Sheikh	Helper	30.11.2021	520000.00
7	DRDA Kupwara	Masooda Begam	Gram Savika	30.11.2021	616960.00
8	BDO B.K.Pora	Mst.Nabla Bano	VLW	31.12.2021	458640.00
9	BDO Khansahib	Ali Mohammad Shah	Helper	31.12.2021	422370.00
10	ACD Kupwara	Mohd.Ashraf Zargar	Orderly	31.12.2021	462080.00
11	BDO Natunussa	Mohd.Amin Sheikh	VLW	31.12.2021	487800.00
				<b>Total;-</b>	<b>5846840.00</b>

**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. The utilization of funds shall be made subject to condition as laid down in Govt. order No.117 F of 2021 dated;- 31.3.2021
5. All the sanction/approvals and clearance shall be in place before drawal of money from the treasury.
6. The DDO must ensure NDC from the retired officer/official before release of leave salary in their favour.
7. 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.
8. 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.
9. The circular/instructions issued by the Finance department vide No. A/23(08)-I-B-184 dated;- 18.2.2021 be implemented in letter and spirit. Any violation of the circular/instructions shall be the personal responsibility of the concerned drawing and disbursing officers.





10. 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.
11. 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.
12. 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.
13. The expenditure shall be restricted to the allotment shown above.
14. 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

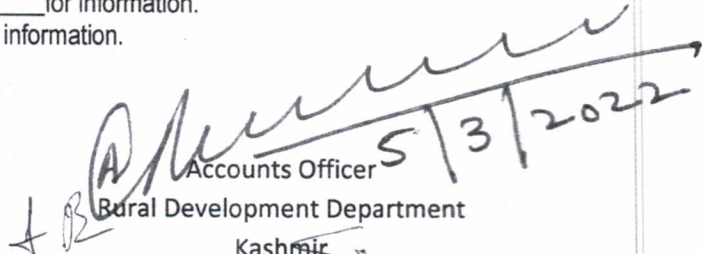
**Sd/=**  
**Director**  
**Rural Development Department**  
**Kashmir**

**No.DRDK/Actts/2022/74089-108**

**Dated:- 5 /03/2022**

Copy to the:-

1. Project Officer Wage Employment (ACD) \_\_\_\_\_ for information
2. Block Development Officer \_\_\_\_\_ for information.
3. Treasury officer \_\_\_\_\_ for information.
4. Office Copy.

  
 Accounts Officer  
 Rural Development Department  
 Kashmir