

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

No;DRDK/Accts/73401-30  
Dated;-2-03-2022

**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. **7719640.00 (Rupees Seventy Seven Lakhs Nineteen Thousand Six 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					
2	DRDA Kupwara	Nazir Ahmad Lone	ADDC Kupwara	31.07.2021	1575680.00
3	BDO Kakapora	Haleema Mir	MPW	31.07.2021	573300.00
4	BDO Sumbal	Gh.Rasool Bhat	Helper	31.07.2021	390780.00
5	BDO Kakapora	Gh.Hassan	Helper	31.07.2021	38500.00
6	BDO Rafiafad	Mohd.MaqboolBhat	MPW	31.07.2021	591360.00
7	BDO Sagam	Mohd.Amin Shah	JE	31.07.2021	750080.00
8	BDO Sagam	Bashir Ahmad Bhat	I/c BDO	31.07.2021	851200.00
9	BDO Anantnag	Mahapara Sadique	VLW	31.08.2021	459520.00
10	BDO Hajin	Mohd.Akbar Lone	Helper	31.08.2021	448000.00
11	BDO Bandipora	Bashir Ahmad Shah	Helper	31.08.2021	23940.00
12	BDO Uri	Lal Din Barwal	Orderly	31.08.2021	462080.00
13	DPO Kulgam	Mohd.Iqbal Mir	Pyt.Inspector	30.09.2021	728320.00
14	BDO Sopore	Manzoor Ahmad Wani	Plt.Watcher	30.09.2021	378880.00
15	BDO Hajin	Ab.Rashid Hurra	Helper	30.09.2021	448000.00
				<b>Total;-</b>	<b>7719640.00</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

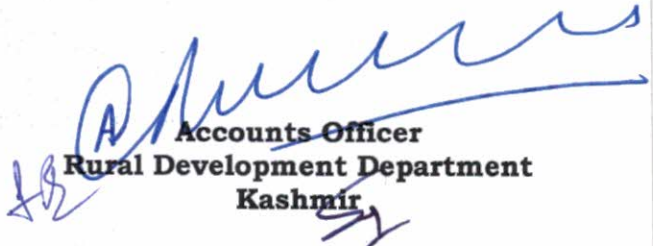
**Sd/-  
Director  
Rural Development Department  
Kashmir**

**No.DRDK/Actts/2022/73401-30**

**Dated:- 2 /02/2022**

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**