

Government of Jammu & Kashmir
Office of the Financial Commissioner (Revenue) J&K
J&K- Rail Head Complex Jammu, 180001 /Amar Niwas, Tankipora Srinagar, 190001
Phone No. [Srinagar] 0194-2459372, Fax-0194-2473828 [Jammu] 0191-2470212, Fax -0191-2471221
www.jkfcf.nic.in

Subject: Submission of requisition on account of leave salary/arrears.

Circular

It has been observed from time to time that the various offices of Revenue Department are submitting the requisition of funds on account of leave salary of the retired Government employees either prior to their retirement or after a very long time of their retirement/death. It has also been observed that in significant number of cases the sanction order in favour of retired/deceased employees are not appended with the case and the amount of leave salary of the retired/deceased employees have not been carried out correctly in accordance with the relevant rules, thereby resulting in unavoidable delay in disbursing the leave salary.

Accordingly, in order to accentuate the importance of observance to the rules by the offices of Revenue Department it is directed that henceforth all the requisitions (including the sanction order by the competent authority) for the purpose of drawal of leave salary to the Government employees in the aftermath their retirement/death be submitted to this office without any further delay in order to enable this office to arrive at logical conclusion with regard to all such matters.



Dr. Priya Badyal
Chief Accounts Officer
Financial Commissioner (Revenue), J&K.

No: FCR-BUD/29/2022-06-FCR(173168)

Dated: 05/07/2022

Copy to the:

1. Commissioner Secretary to Government Revenue Department, J&K.
2. Divisional Commissioner, Jammu/Kashmir.
3. Commissioner, Survey & Land Records J&K.
4. Deputy Commissioner _____
5. Regional Director, Survey & Land Records _____
6. Principal, Revenue Training Institute, Jammu/Srinagar
7. Assistant Commissioner Nazool, Jammu/Srinagar.
8. SDM/ADO _____
9. Tehsildar Territorial/Consolidation _____
10. Incharge website.
11. Nazir, Main Office.
12. Office Order file.