

**GOVERNMENT OF JAMMU & KASHMIR,
FINANCE DEPARTMENT
(www.jkdat.nic.in)**

Subject: Sanction of Leave / LTC during the last quarter of the financial year.

C I R C U L A R

It has been observed that there is a surge in number of cases, recommended by various departments/offices for sanction of LTC / Leave of various kinds / permission to visit abroad in favour of officers/ officials of the Finance Department, posted in these Departments.

As the last quarter of the financial year has commenced, the availability of officers/ officials to ensure timely scrutiny and disposal of financial matters and observance of financial canons, codal provisions and government instructions for enforcing fiscal discipline is essentially required. The absence of these officers during this crucial period would impact the achievement of fiscal and physical targets for programme implementation, work execution and revenue collection in the departments.

Accordingly, all the officers/officials of the Finance Department are advised to avoid proceeding on long Leave / LTC/ Foreign visits during the last quarter of the financial year, especially during the month of March, except the cases pertaining to medical /maternity leave, pilgrimage and any other extreme exigencies. Any violation will be construed as deliberate escapism from duties and marked for action, as warranted.

All Administrative Departments/ Heads of Departments and District Level Officers are enjoined upon to take these circular instructions into consideration while sanctioning /recommending Leave of the Finance officers posted in these departments/ offices.

Sd/-

**(Santosh D.Vaidya), IAS,
Principal Secretary to Government,
Finance Department.**

No. DGAT/PS/DR/7609015/448.

Dated 31.12.2024

Copy to the:-

1. Ld. Advocate General J&K High Court Srinagar/Jammu.
2. Additional Chief Secretary to Hon'ble Chief Minister J&K.
3. All Addl. Chief Secretaries/ Financial Commissioners.
4. All Principal Secretaries to the Government.

5. Principal Secretary to the Hon'ble Lieutenant Governor.
6. Director General of Police J&K.
7. All Commr/Secretaries to the Government.
8. Joint Secretary (J&K) Ministry of Home Affairs Gol, New Delhi.
9. Chief Electoral Officer J&K Jammu/Srinagar.
10. Registrar General J&K High Court Srinagar/Jammu.
11. All Heads of Departments/Managing Directors/Chief Executive of PSUs/Autonomous Bodies.
12. Director General Funds Organization /Codes/Audit & Inspections/ /Local Funds Audit and Pensions/ Budget.
13. Director Archives, Archeology and Museums J&K Srinagar.
14. Director Information Department J&K.
15. Secretary J&K Public Service Commission J&K.
16. All District Development Commissioners of J&K.
17. All Director Finance/Financial Advisors and CAOs.
18. Director Accounts and Treasuries Jammu/Kashmir.
19. Director Finance/Principal Accountancy Training Institute Srinagar / Northern Zonal Accountancy Training Institute Jammu.
20. Joint Director Funds Organization Jammu/Kashmir.
21. All Treasury officers.
22. Pvt. Secretary to Principal Secretary, Finance Department.
23. Circular file.


Director General,
Accounts & Treasuries,
Finance Department.