



Phone No 2426819, 2423192
Fax 0194 2423014

**THE ISLAMIA COLLEGE OF SCIENCE AND COMMERCE,
SRINAGAR KASHMIR**

No: ICS/ 1105-06/P-25/G-68
Dated: 22/7/2024

CIRCULAR

Sub: Physical Verification of Pensioners & Family Pensioners of Islamia College of Science and Commerce, for the year 2024-2025 – regarding.

Ref: 1) JKB/UTLBC/2023/847 dated 26/12/2023.
2) DGAT, Finance Department's Circular No. DGAT/PS/DR/7198451/199 dated 08/07/2024.

In the light of government circulars referred above and as per the provisions laid down in the Treasury Code Volume I, every pensioner/family pensioner is supposed to present in person before the Treasury Officer/Pension Disbursing Authority once in a year, for physical verification. As such, **all the pensioners/family pensioners drawing Pension from Islamia College of Science and Commerce, Srinagar are instructed to appear in person before the Accounts Officer/DDO of the College for their physical verification by or before 31st of August, 2024. The pensioners/ family pensioners shall also bring along with them one recent coloured passport sized photograph and a photocopy of their Aadhar Card (both sides). Pensioners/family pensioners who are incapacitated / bed ridden due to some critical illness or are unable to appear in person on account of Old age (80 years & above) or any other valid reason must satisfy the undersigned by information in writing with valid documentary proof along with detailed residential/present address of the pensioner/ family pensioner by 20th of August, 2024 so that necessary arrangement for deputation of the concerned staff member to their residence for physical verification could be done to ensure their convenience.**

Further, those of the pensioners residing outside Kashmir Division or abroad shall strictly follow the procedure as laid down in the Rule 5.80(b) of Treasury Code Volume – 1, within the stipulated timeframe, which is reproduced as under:

“When a pensioner not resident in India draws his pension through a duly authorised agent, the agent must either produce a certificate by a Magistrate, a Notary, a Banker or a Diplomatic Representative of India, on each occasion, that the pensioner was alive on the date to which his pension is claimed, or executes a bond to refund over payment and produce such a certificate as aforesaid at least once a year”.

Principal
Prof. (Dr.) Tehmina Yousuf
Principal
Islamia College of
Science & Commerce
Srinagar