

UNIVERSITY OF JAMMU

No.Accts/Salary/23/3488-3586  
Dated:12/12/2023

All Rectors/Directors/HOD's/Branch Officers,  
University of Jammu.

**Sub: - Supply of list of Remuneration/Honorarium paid to the University Teachers/  
Officers/Non-Teaching staff during the financial year 2023-24.**

Sir/Madam,

As directed, I am desired to request you to kindly find it convenient to forward the list of University Teachers/Officers/Officials who have been paid Remuneration/ Honorarium w.e.f **01.11.2023 to 15.12.2023** (Financial year 2023-24) in order to enable this office to prepare the Income Tax worksheets for the Financial year 2023-24 on the performa given below **on or before 18.12.2023**.

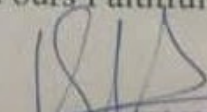
S.NO	Name of the Employee	Emp.No	Department/ Section	Designation	Amount of Remuneration/ honorarium paid w.e.f 01.11.2023 to 15.12.2023

However, no remuneration/honorarium list shall be entertained by this office without mentioning the employee No. of the concerned employee.

Further, this to intimate that furnishing the details of the remuneration/honorarium released in favour of the employees after 18-12-2023 to this office i.e. for the month of December-2023, January and February, 2024 shall be the responsibility of the concerned Branch Officer/HOD/Directors/Rectors as no further request for furnishing the same shall be issued by this office.

The matter may kindly be treated as **MOST URGENT**.

Yours Faithfully,

  
Assistant Registrar (Salary)  
University of Jammu  
12.12.23