

# UNIVERSITY OF JAMMU

(NAAC ACCREDITED 'A++' GRADE UNIVERSITY)

JAMMU (J&K) - 180006

No. Accounts/Salary/26/976-1075  
Dated: 09/02/26

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 2025-26.**

Sir/Madam,

With reference to the subject cited above, it is intimated to all Rectors/Directors/HOD's/Branch Officers to furnish a list of University Teachers/Officers/Officials who have been drawing Remunerations/Honorarium w.e.f **01.01.2026** to **20.02.2026** in order to enable this office to prepare the Income Tax worksheets for the financial year **2025-26** on the performa given below by or before **20.02.2026**:

S.No.	Name of the Employee	Emp. No.	Deptt./Section	Designation	Amount of Remuneration/ honorarium paid w.e.f 01.01.2026 to 20.02.2026

All concerned further intimated to kindly note that the list of Remuneration furnished without mentioning the Employee No. of the concerned will not be entertained.

Further, after this communication, no further request for furnishing the remuneration/honorarium details shall be issued by this office and deduction of tax on Remuneration/Honorarium, if any, disbursed to the employees after **20.02.2026** shall be made by the respective Rectors/Directors/HOD's/Branch Officers on their own as the Salary Section has to release the last salary of this financial year in the month of February, 2026.

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

Yours Sincerely,

Chief Accounts Officer

University of Jammu

Jammu

5.2.26

05/02/26