

UNIVERSITY OF JAMMU

ORDER

Subject: Amendment to University Order No. Etab/12/4503-4509 dated 28.02.2012 in pursuance to Government Order No. 305-F of 2026 dated 28.09.2026 issued by the Finance Department (Codes Division), Govt. of Jammu & Kashmir regarding coverage of employees under the Defined Pension Scheme (Old Pension Scheme) in place of the New Pension Scheme (NPS).

Pursuant to the approval accorded by the Competent Authority, the Government Order No. 305-F of 2026 dated 28.09.2026 issued by the Finance Department (Codes Division), Government of Jammu & Kashmir, is hereby adopted in the University of Jammu, in partial modification/amendment to the earlier University Order No. Etab/12/4503-4509 dated 28.02.2012 (pertaining to the adoption of SRO-400 of 2009).

Consequently, sanction is hereby accorded to extend the benefit of a one-time option to switch over from the Defined Contributory Pension Scheme (New Pension Scheme) to the Defined Pension Scheme (Old Pension Scheme) to all eligible University employees (Teaching & Non-Teaching), subject to the following terms and conditions:

1. The benefit shall be strictly limited to those employees who were appointed against posts/vacancies advertised/notified for recruitment prior to the date of notification of SRO-400 dated 24.12.2009, and joined the regular service of the University on or after 01.01.2010, and are currently subscribing to the New Pension Scheme (NPS).
2. Eligible employees shall submit their **one-time option**, strictly in the prescribed format (**Annexure-A enclosed herewith**), through their respective **Head of the Department / Controlling Officer / Branch Officer**, on or before **20.10.2026**. It is further clarified that **no option shall be entertained or considered after the stipulated date. Employees who fail to submit their option within the prescribed time shall be deemed to have forfeited their opportunity to exercise the said option.**
3. Any eligible employee who does not exercise the option within the prescribed deadline of three months shall automatically continue to be covered under the Defined Contributory Pension Scheme (NPS).
4. The option once exercised by an employee shall be final and irrevocable.

5. The options submitted through the respective Heads/Controlling Officers shall be scrutinized by the Establishment Section by the University, which will verify the original recruitment notifications, selection lists, and appointment orders. Formal individual conversion orders will be issued by the University within one month from the receipt of verified cases.

6. The NPS account of the covered employee shall be closed from the 1st day of the month following the issuance of the individual conversion order. The employee shall thereafter become a compulsory subscriber to the University General Provident Fund (GPF).

7. The transfer, adjustment, and recasting of the employee and employer shares, along with accrued interest/appreciation in the accumulated NPS corpus, shall strictly follow the accounting mechanism outlined under Clause (ix) of G.O. No. 305-F of 2026 in coordination with the Directorate of Accounts & Treasuries / NSDL.

The entire process from receipt of the option form to final NPS account closure shall be finalized within a period of 120 days.

By Order,


REGISTRAR 6/12/24

No: Estab./26/ 11687-787

Dated: 06-10-2026

Copy to :-

1. Special Secretary to the Vice-Chancellor for kind information of the Hon'ble Vice-Chancellor please
2. P.A. to the Registrar
3. Dean Research Studies/ Dean Planning & Development/Dean Academic Affairs
4. All Heads/Rectors/ Directors of the Teaching Departments of Main Campus of the University/Offsite Campuses
5. Controller of Examinations/Director-CDC/Finance Officer/Director-CD&OE/Director-DIQA/Administrator-GZSAC/Dean Students' Welfare/ Chief Proctor/ Provost (Boys/Girls Hostels)/Dean Students' Placement/Hony' Director, USIC/ Director, Centre for IT Enabled Services & ET/ I/c Librarian (Dhanvantri Library)
6. All Joint Registrars/XEN-UWD
7. President-JUTA/JUOWA
8. Programme Coordinator, NSS
9. All Wardens of the University Hostels
10. All Deputy Registrars/Chief Accounts Officer/Coordinator-Campuses/Public Relations Officers/Nodal Officer-Amrit Kaal Initiatives/Assistant Registrars/Campuses Development Officer/Medical Officer-UHC/ Arboriculturist/ Manager-Guest House / Media Officer
11. President- JUNTEU/JUNGEU
12. All Sections
13. Guard file

UNIVERSITY OF JAMMU**OPTION FORM**

(Through Proper Channel)

I _____ hereby exercise my option to switch over from Defined Contributory Pension Scheme (New Pension Scheme) to Defined Pension Scheme (Old Pension Scheme) under J&K Civil Services Regulations, 1956, as I am eligible for the same in accordance with the Government Order no. 305 F – of 2026 dated 28.09.2026 issued by the Finance Department, J&K.

I hereby certify that the documents and the information as mentioned below provide by me are true and correct and in case of my false information / misrepresentation, I shall be personally responsible and liable for disciplinary action by the Department. I further undertake that I shall abide by the terms and conditions as laid down in Govt. Order No. 305-F of 2026 dated 28.09.2026.

SERVICE DETAILS

S.No.	Particulars	Detailed to be filled by the University Employee	Remarks, if any
1	Name of the Government Employee (As per service record)		
2	Parentage		
3	Date of Birth		
4	Employee No.		
5	CPIS No.		
6	PRAN Number		
7	Date of Joining the University		
8	Department/Section		
9	Office		
10	No. & Date of Advertisement / Notification under which selection was made		
11	No. & Date of Selection List		
12	No. & Date of Appointment Order		
13	Post on which appointed		
14	Post held at present		
15	Department / Office		

16	Details of Promotion availed	i) ii) iii)	
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Dated: / /2026

Place:

Signature of the Employee

Name: _____

Designation: _____

Emp. No: _____

Department: _____

In support of above the photocopy of Advertisement /
Notification, Selection list, Appointment order, PRAN card are
enclosed as ANNEXURE-I

For Drawing and Disbursing Officer of University

No.: _____

Date: _____

It is to certify that the University Employee namely _____ Designation
_____ is currently working / posted
_____ Office and has submitted the above option form and is forwarded
for its onward submission to Administrative Department.

REGISTRAR
University of Jammu