



**OFFICE OF THE
ACCOUNTANT GENERAL PAKISTAN REVENUES**

G-8/4, ISLAMABAD

Tel: 051-9260372

www.agpr.gov.pk

No. TM/18-64/CIRCULAR/2025-26/VOL-C-12/1580

Dated: 20.05.2026

To

The Principal Accounting Officer,
All Ministries / Divisions / Departments

Subject: **ADMITTANCE OF PAYMENT CLAIMS FOR THE FINANCIAL YEAR 2025-26**

It is requested that the following schedule may kindly be followed for submission of claims to facilitate timely disposal of bills:

SCHEDULE OF SUBMISSION OF CLAIMS/BILLS FOR FINANCIAL YEAR 2025-26

Sr.	Description	Deadline
(i)	Fresh bills for services availed / purchases made up to date and re-submitting of all kinds of un-passed bills against which tokens have already been issued.	12.06.2026
(ii)	Re-Submission of all kinds of un-passed bills against which tokens are issued up to 12.06.2026.	15.06.2026
(v)	Deadline for releases regarding Assignment Accounts related to AGPR, Islamabad	19.06.2026
(vi)	Deadline for releases regarding Assignment Accounts related to Sub-Offices of AGPR, Islamabad	

2. It may please be noted that claims for honorarium shall not be entertained after **12.06.2026**. DDOs must ensure that claims are submitted before **12.06.2026**. It may also be ensured that the tax deduction is carried out in accordance with the applicable rules.

3. All cheques issued during current financial year shall be valid up to **30.06.2026** in terms of FTR-162. Cheques/Lieu Cheques of current financial year i.e. 2025-26 will not be entertained in the next financial year. No cheque will be issued in lieu of cheque of current financial year after **30.06.2026**.

4. All DDOs must take extra care in ensuring timely submission of computer change statements and receipt of cheques (manual pay), because salary cheques will also be expired after closing of current financial year 2025-26.

5. The same instructions will also be applicable to cheques issued for National Assembly/Senate/Supreme Court/Federal Shariat Court/Islamabad High Court /All SOCs, etc.

6. Computer changes related to the off-cycle will be accepted till **11.06.2026** and off-cycle will be processed tentatively on **16.06.2026**.

7. It is requested that the concerned officers/staff may kindly be directed to observe the above schedule accordingly.

8. **This issues with the approval of Accountant General Pakistan Revenues.**



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(MARIA HAMEED)
Assistant Accountant General (TM)

Copy to the following for information and necessary action:

1. The Drawing & Disbursing Officers, All Ministries / Divisions / Departments
2. All Sub-Offices of the AGPR, Karachi / Lahore / Peshawar / Quetta / Gilgit.
3. The Branch Officers / Assistant Accounts Officers (Local)/SOCs.
4. The Federal Treasury Officer, Islamabad / Karachi.
5. The Accounts Officer (TMW) with request to display it at website of AGPR.
6. The Director General, Pak PWD, Islamabad.
7. The Director Budget and Accounts, Pak PWD Islamabad.
8. PAs to the AGPR / DGPR / Addl. AG / DAG (Sr.) / DAG (A/Cs) / DAG (F&P) / DAG (TMW)
9. Notice Boards / Reception / Counters.