



GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
OFFICE OF THE PRINCIPAL CONTROLLER OF ACCOUNTS (FYS)
FUND SECTION
10-A, S.K. BOSE ROAD, KOLKATA: 700001

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No. F/Tech/130/Pt-II/B

Date: 18 .07.2017.

✓ To,
The GM


Subject: Processing of GPF Final Settlement / Final withdrawal Claims and Release of Payment thereof.

Off late, it has come to notice that despite passing of Bills for Final withdrawal/Final Settlement of GP Fund Accounts in respect of Non-DAD Officers well in advance, on priority basis and crediting the passed amount to Public Fund Account of respective GM/Controller by Bank Authority on due date, the said amount could not be disbursed to the concerned officer, in time, at your end due to late receipt/non-receipt of Cheque Slips, which has caused grievances from the officers.

To redress such grievances of the officers, henceforth following documents may please be obtained from the concerned officers and enclosed the same with their GPF Final withdrawal/settlement bills to enable this office to credit the passed amount to the officers personal Bank account directly instead of Public Fund Account of GM/Controller.

- i) **NEFT** Mandate Form, **in duplicate**, duly filled in. (copy enclosed).
- ii) A photo copy of the first page of the Pass Book of Bank Account for which **NEFT** Mandate form is given
- iii) A leaf of cancelled Multi City Cheque of that Bank Account, mentioned in **NEFT** Mandate Form, where Bank Account No & Name of the Account holder are printed.

It is, therefore, requested to ensure that the above documents have been enclosed with the GP Fund Final Withdrawal/Settlement Claims in respect of all the officers of your office, before forwarding the same to this office through your respective Local Accounts Office.


(S K Ghosh)
AC of A (Fys)

Copy to :-

The CFA(Fys)

The Accounts Officer,

For information please. Suitable instruction in this regard may please be issued to all Br Accounts Offices under your jurisdiction.

Before forwarding GPF Final withdrawal/Settlement Bills in respect of GOs of Fys, under your jurisdiction, please ensure that all the document mentioned above have been attached along with the bills.

—sd—
(S K Ghosh)
A C of A (Fys)

Form for availing NEFT Mode of payment

a) Name of the Units/Formation & Personal Name:

b) Name(as in Bank A/C):

c) Bank A/C. No. :

d) A/C Type :

e) Name of the Bank :

f) Name of the Bank Branch :

g) Address of the Bank Branch :

h) IFSC Code of the Bank Branch :

i) E-mail Address :

j) Mobile/Telephone No.:

Authorised Signatory