

IMPORTANT CIRCULAR

OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS
107, Lower Agram Road, Agram Post, BANGALORE-560 007.

NO.FC/2158/FS/Vol-II

Dated: 19/7/2018

To

**The Officer i/c.,
CIV PAY TECH
Local.**

**The LAO (A), (B), (C)
BANGALORE**

**The LAO
Belgaum.**

**The AO GE
(As per List enclosed)**

**The Officer i/c
OA Cell (Local) ----- For Uploading.**

Sub: Processing of Final Settlement of GPF cases of retiring Defence Civilians.

CDA (Funds) Meerut, vide their DO letter No. AN/Funds/Corrd/Gen dt. 9/7/2018 have pointed out the following serious lapses on part of Pay Audit Offices that have come to light during the processing of the same at their end.

Please refer this office letter of even No. dated 30/8/2013 and 23/6/2014 wherein it is requested to examine the points raised by CDA (Funds) Meerut while processing the Final settlement and Final withdrawal cases of retiring Defence civilians.

A detailed list of such short comings is enclosed in Annexure : A to this letter.

It is therefore requested to look into the matter and take a suitable action to avoid underpayment/Over payment.

Please acknowledge receipt.


DCDA (FC)

List of various shortcomings identified during Final Withdrawal (FW)/ Final settlement (FS) of GPF Assets of the subscribers.

1. Bank details like Bank name, Correct A/C No., IFSC Code Name of place where Bank exists not mentioned or mentioned incorrectly in Final settlement claims.
2. Contingent Bill not signed by the subscriber.
3. Contingent bill not countersigned by the OIC of the unit.
4. 2/5 Years withdrawal statement not found attached with claim or differ from broadsheets held in this office.
5. Withdrawal statement not verified by the concerned officials of DDP controller.
6. Banl Account No mentioned on contingent Bill differ from individual mentioned in his application.
7. Nominations not found in Death cases.
8. Last subscriptions not found verified by the concerned officials of DDP controller in case of voluntary retirement.
9. Transfer proforma not signed/submitted by the individuals in Transfer cases.
10. Nomination form not submitted along with Transfer case.
11. In most of the cases withdrawal statement not found attached in Transfer cases.
12. Detailed subscriptions mentioned in FS cases differ from data punched by DDP Controller.
13. Missing subscription during previous years not forwarded by DDP controller at the time of FS cases.
14. In Voluntary Retirement case, Final Withdrawal/Ty Withdrawal sanctioned by DDP controllers not mentioned/verified by the concerned officials of DDP controller.
15. In Death cases DO Pt II OO not found attached with the claim.
16. Final settlement claims are submitted too late. In case of delayed submission, if it is established that the delay was occasioned by the circumstances beyond the control of the subscriber due to administrative delay, it should be fully investigated and action taken/delay report must be submitted along with the claim to justify the interest.
17. GPF subscriptions are not compulsorily discontinued during last three months of service on superannuation as per the provisions contained in GOI Min of Pers & Trg OM No. 13(3)/84-PU dated 12/6/1985 incorporated under Rule 7 of GPF(CS) Rules. Immediately after discontinuance of the subscription final settlement claims of the subscriber be processed and should be rendered to this office within a fortnight duly completed in all respect.
18. In order to send the SMS of bill receipt and payment, the mobile numbers of all subscribers may be provided to office of CDA (Funds) Meerut, on immediate basis.

Toll Free phone No. For Contact – 1800 180 3810

Other Phone No.s

Dy.CDA (Admn) - 0121 -2647021

SAO (Admin) - 0121 -2640145

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