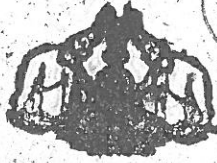


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GOVERNMENT OF KERALA
Finance (PF) Department

CIRCULAR

No. 51/95/Fin.

Dated, Thiruvananthapuram, 7th November, 1995.

Sub:—Miscclassification of remittances made to General Provident Fund—Panchayat Executive Officers Kerala Panchayats Employees Provident Fund—Instructions—Issued.

Ref:—Letter No. FM1/9-27/94-95/236 dated 22-9-1994 from the Accountant General, (A&E), Kerala, Thiruvananthapuram.

In the reference first cited the Accountant General has brought to the notice of Government that the credits/debit particulars in respect of the General Provident Fund Accounts of the Panchayat Executive Officers are not being received in his office regularly and hence not being accounted properly. This leads to difficulties in authorising Non Refundable Advance and in closing the General Provident Fund account on retirement. It is observed that more often the remittance made by them under General Provident Fund are misclassified under the head of account 8005-01-101-93 Kerala Panchayat Employees Provident Fund and instead "8005-01-101-GPF-99 State Government Employees" the chalan etc., forwarded to the Accounts Officer, Kerala Panchayat Employees Provident Fund under the Directorate of Panchayats.

2. In order to avoid the mistakes in classification and minimise the hardships experienced by the Panchayat Executive Officers, Government are pleased to issue the following instructions for strict compliance.

(a) The Panchayat Executive Officer should ensure that the correct head of account namely, "8005-01-101-GPF-99 State Government Employees" is clearly noted in the relevant chalans in Red Ink together with name (in block letters), designation and account number while remitting their subscriptions etc., to General Provident Fund.

(b) The remittances should be made before the 5th of the concerned month. Otherwise interest will not accrue for the month of remittance vide Rule 15 (3) of General Provident Fund (Kerala) Rules.

GPT. 4/84/96/MC.

(c) In the bills for withdrawals of Temporary Advance/Non-Refundable Advance the correct head of account (i.e. 8005-01-101-99-GPF State Government Employees) with account No. should be noted in the voucher in Red Ink.

(d) Copy of the chalan (Preferably Photo Copy) received from the Treasury with copy of Schedule for remittance should be forwarded to the Accountant General indicating the name and account number of the subscriber. If possible the ledger number may also be indicated in the forwarding letter. (Please see Circular No. 38/95/Fin. dated 27th April, 1965 in this regard).

(e) The Accounts Officer, Kerala Panchayat Employees Provident Fund is directed to immediately review the receipt/disbursement under Kerala Panchayat Employees Provident Fund Account and arrange to identify all items of credit/debit relating to the General Provident Fund Account of Panchayat Executive Officers pending in that office and promptly transfer the items relating to Panchayat Executive Officers to the Office of the Accountant General for accounting them under relevant General Provident Fund account number of the Executive Officer.

(f) The Treasury Officers should ensure that the remittances/withdrawals made by the Panchayat Executive Officers in respect of their individual Provident Fund Accounts are accounted and included under the head of account "8005-01-101-99-GPF State Government Employees" only.

V. K. SREEDHARAN,

Additional Secretary (Finance).

To

The Accountant General, (Accounts and Entitlements), Kerala, Thiruvananthapuram,
The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.

All Heads of Departments and Offices.
All Departments and Sections of the Secretariat.
The Registrar of High Court, Ernakulam (with C. L.)
The Advocate General, Kerala, Ernakulam (with C. L.)
The Secretary, Kerala Public Service Commission, Thiruvananthapuram (with C. L.)
The Commissioner & Secretaries, Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and Under Secretaries to Government.

The Private Secretaries to Chief Minister and other Ministers.
The Secretary to Governor.
The Private Secretary to the Leader of Opposition, M. L. A. Hosiel, Thiruvananthapuram.
The P. A. to Speaker.

The Deputy Secretary to the Chief Secretary,
The Director of Panchayat.
The Accounts Officer, Kerala Panchayat Employees Provident Fund, Ernakulam of Panchayats, Thiruvananthapuram.
All Panchayat Executive Officers.
The Director of Treasuries.
The District Treasury Officers.
The Sub Treasury Officers & Additional Sub Treasury Officers.