

GOVERNMENT OF KERALA

FINANCE (PROVIDENT FUND) DEPARTMENT

CIRCULAR

No. 77/99/Fin

Dated, Thiruvananthapuram 13th December 1999

Sub:-- Defects/omissions noticed in the inputs on Provident fund matters received in the Office of the Accountant General from various Heads of Departments/Controlling Officers/Drawing and Disbursing Officers - Instructions issued

Ref:-- (i) Letter No. FMII/9-451/99-2000/208 dated 1-11-1999
from Accountant General (A & P E), Kerala, Thiruvananthapuram
(ii) Circular No. 59/99/Fin. dated 13-9-1999

The Accountant General in his letter cited above has brought to the notice of Government, certain of repeated defects/omissions in the input materials in respect of Provident Fund. Some of these defects/omissions are as follows:-

1. Cash Account

Cash account in respect of chalan remittances of Provident Fund Account of All India Service Officers are received without supporting chalans. The figure alone is intimated by the treasury.

2. Closure applications

(i) In the closure applications, the nominee is shown as wife/husband of the deceased as the case may be and no valid nomination or departmental enquiry report is forwarded.

(ii) In some cases legal heirship certificate issued by the Tahsildar is seen forwarded instead of Departmental Enquiry Report.

(iii) Enquiry Certificate by the Department Officer is seen forwarded without specifying whether nomination has been executed by the subscriber.

(iv) Columns in Enquiry Certificate are seen filled as "not applicable" or is left blank.

(v) Dearness Allowance Arrears paid in cash to the subscribers are shown as credited to General Provident Fund account in the statement of credits since last credit card.

All Heads of Departments/Drawing and Disbursing Officers/Treasury Officers are hereby directed to ensure that the above defects are not repeated. All Departmental Officers are hereby directed to forward the valid nomination along with the closure application in the case of death cases where a nomination exists. If there is no nomination the fact should be shown in the column 11 of the closure application and departmental enquiry should be attached with the application without fail

A.K. DUBEY,
Secretary (Finance Expenditure)

To

The Accountant General (Accounts and Entitlements) Kerala, Thiruvananthapuram
The Principal Accountant General, (Audit), Kerala, Thiruvananthapuram
All Heads of Departments and Officers
All Departments and Sections of the Secretariat
The Registrar, High Court, Ernakulam (with C.L)
The Registrar, University of Kerala/Cicut/Cochin and Kottayam (with C.L)
The Advocate General, Kerala, Ernakulam (with C.L)
The Registrar, Agricultural University, Mannuthy, Thrissur (with C.L)
The Secretary, Kerala Public Service Commission (with C.L)
The Chairman, Kerala State Electricity Board, Thiruvananthapuram
The Managing Director, Kerala State Road Transport Corporation
Thiruvananthapuram
The Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and
under Secretaries to Government
The Secretary to Governor
The Private Secretary to Chief Minister and other Ministers
The P.A to Speaker
The Private Secretary to the Leader of Opposition, M.L.A Hostel,
Thiruvananthapuram
The Additional Secretary to the Chief Secretary