

GOVERNMENT OF KERALA

**FINANCE DEPARTMENT
CIRCULAR**

No. 21/63/Fin.(PF)

Dated, Trivandrum, 15th April 1963/
25th Chaitra 1885.

Sub: Provident Fund-Non-refundable advances to subscribers- Bills for withdrawal- Words "Non-refundable advance" to be specified in the bills- Instructions issued.

The Accountant General has brought to the notice of the Government that drawing officers are not generally specifying in the bills for drawing advances from Provident fund (Form in Annexure III to G.O. Fin (RC) 3-27466/57 dated 11-11-1957) whether the advances proposed to be drawn are temporary or non-refundable. A case has also been reported to the Government wherein a treasury officer has honoured a bill for a non-refundable advance and made payment of the amount without obtaining necessary authorization from the Accountant General as required under the rules. This had happened due to the fact that no entries were made in the bill to show that the claim was for a non-refundable advance.

2. With a view to avoiding such irregular payments, all drawing officers are hereby directed that whenever they present bills for non-refundable advances from Provident Fund, the words "Non-refundable advance" should be written prominently on the top of the bills in red ink. They should also see that such bills are presented at the treasury along with the authorisation received from the Accountant General. In the absence of such an entry as specified above, and of the authorisation issued by the Accountant General, the Treasury Officers will not honour the bills.

By order of the Governor,
V.THOMAS,
Deputy Secretary to Government.

To

The Accountant General, Trivandrum.
All Heads of Departments and Offices.
All Treasury Deputy Collectors and Sub Treasury Officers.
The Registrar of High Court (with C.L.)
The Registrar of University (with C.L.)
The Secretary, Public Service Commission (with C.L.)
The Secretary, K.S.E. Board (with C.L.)
The Secretary to Governor.
The Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries,
Under Secretaries and Assistant Secretaries to Government.
The Private Secretary to the Chief Minister and other Ministers.
The Personal Clerk to the Chief Secretary.

4/1308/S
