To

The Officer In charge

1. Pay Section (Local)
3. DCDA COD Delhi Cantt.
4. All AOGE Offices under PCDA (WC) Chandigarh

Sub: Shortcomings in GPF final settlement bills.

Ref.: CDA(Funds) Meerut Cantt. DO No. AN/Funds/Coord/Gen dated 09/07/18.

The instructions received vide CDA(Funds) Meerut Cantt. above cited DO letter are hereby brought to your kind notice regarding the shortcomings noticed during final settlement of GPF bills as per annexure ‘A’ (attached) and take action accordingly.

As mentioned in the above DO letter, while processing final settlement cases, concerned PAOs/LAO/AOGE/Fund Cell do not give due attention and consequently the bills submitted for final settlement could not be admitted and create a lot of inconvenience to the subscriber. This also leads to delay in processing of the case and also sometimes lead to undue payment of interest to the subscriber, causing loss to the exchequer.

In view of above, all concerned officials are hereby directed to carryout scrutiny in final settlement of GPF cases with due diligence and submit the case alongwith all concerned documents, as prescribed.

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IT&S Section (Local) } For uploading on the website

Hindi Cell (Local) } For Hindi Version

(Anmol Amar Singh)
ACDA

AO (Fund Cell)
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 Account 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 counter Signed 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. Bank 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 12.06.1985 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.

Annexure - "A"

[Signature]
Accounts Officer (AN)