

Education (1950) Department.

Ms. SERIES.

G.O. NO. 2498

Dated

7-9-50

17-7-9-52 and note at pp 14-17-52

14

[Despatch Abstract.]

Form- Accounting arrangements in
regard to Pension Provident fund Insurance Schemes
Standardisation Sanctioned

2

I.P.P.F.-1.

CF-319.9

②

-16-5-50.

APPLICATION FOR ADMISSION TO THE CONTRIBUTORY PROVIDENT PENSION FUND
(To be submitted in duplicate).

1. Account number (to be allotted by the Accountant-General).
2. Name of the applicant
3. Official designation
4. Office to which attached
5. Date of first appointment in Government Service .
6. (a) Date of completion of probation in the post of first appointment.
6. (b) Date from which the applicant has been continuously in Government employ.
7. Date from which Government contribution is admissible (later of items 5 and 6).
8. Rate of Gross pay per mensem
9. Rate of subscription per mensem
10. Whether the applicant has family, or not

In the case of Government Servants in Service on 1st April 1950.

11. (a) If Gazetted, whether intimation has been sent to the Accountant-General regarding his option to join the Fund for note in the History of Services.

(b) If non-gazetted, whether election has been noted in the service book of the individual and arrangements made for note in the annual establishment returns.

12. If already a subscriber to a non-contributory Provident Fund maintained by Government, the name of the fund and his account number.

STATION,

Date _____

Signature of the Head of Office.

Designation.

Certified that the applicant is likely to be in service without break from _____ and that he has satisfactorily completed his probation in the post in which he was first appointed on _____

Signature of appointing authority.

Designation.

No.	Fds. CPPF. No.
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100	100

OFFICE OF THE ACCOUNTANT-
GENERAL, MADRAS,

Returned with the Account Number duly allotted to the subscriber. This number should be quoted in all correspondence connected with the Fund.

Assistant Accounts Officer.

C.P.F.-2.

Schedule of Contributory Provident Pension Fund Deductions.

Sub-Account No. _____ Voucher No. _____

Office of the-

Schedule of deductions made from the Pay bills for the month(s) of _____
 cashed in _____.

[illegible]

Quail

Edm / E

Sub: Forms - Accounting arrangements
in regard to Pension-Provident Fund - Insurance
Scheme - Standardization. Sanctioned.

Ref: from the S.G.P. No. F.O. 36/50 + F.O.C.F.
1929/93997/50 dated 21-8-50.

Order J Ms. No 2498. Edm. dated 7.9.50.

Sanction is accorded to the standardizations of the following two forms relating to the Pension-Provident Fund-Insurance Scheme, as detailed below:-

Account number.	Name.	Pay.	Monthly subscrip- tion.	REFUND OF WITHDRAWALS.				Total realized.		Remarks
				Amount.		Number of instalment.				
				(5)		(6)		(7)		
(1)	(2)	(3)		(4)						
		RS.	A.	RS.	A.	RS.	A.			

For use in Audit Office.

For use in Audit Office.

Certified that the names, amounts of individual deduction, and the total as shown in column 7 have been checked with the names, amounts of individual deductions and the total as shown in the bill. (Vide paragraph 224 of the Audit Manual.)

See page of schedules attached to March pay bills.

In the case of schedules attached to March pay bills.

In the case of schedules attached to March pay bill.

Certified that the rates of pay as shown in column 3 of the schedules have been checked with the rates actually drawn in the pay bill.

Dated initials of Auditor in the

Dated initials of Auditor in the
Departmental Audit Section.

NOTE.—(1) Departmental guide, letters, etc., affixed to the account numbers should invariably be noted in column (1).
(2) The names of the subscribers should be written legibly, typewritten, roneoed or printed in serial order of fund account numbers in column (2).
(3) The gross pay drawn during the month on which subscription is deducted should be indicated in column (3).
(4) Reasons for the discontinuance of subscription such as 'Proceeded on leave', 'Transferred to the Office of _____', 'Quitted service', 'Died' etc., should be given in column (8).

Group and Serial No.	Description of the form	Size and description of paper	Remarks.
C.F. No. 319 G	Application for admission to the Contributory Provident Pension Fund	$\frac{1}{4}$ Double Foolscap 20 lb. Green paper	To be supplied in loose form.
C.F. No 319 H.	Schedule of contributory Provident Pension Fund Deductions.	$\frac{1}{8}$ Double foolscap 20 lb. green paper	To be supplied in loose form

2 ~~The~~ Heads of Depts are informed that they should include their future requirements of these two items in their annual indents for common forms due in the Press on 15th of April every year. [The following two forms ~~should be~~ obtained from the Accountant General, Madras

1. Ledger Cards - Contributory Provident ~~Fund~~
Pension Fund
2. Statement of Calculation of Govt. contribution
for the period prior to 1.4.1950.]

76
 ✓ The Snodt. Crk. Press
 ✓ All Heads of Depts
 ✓ All Collectors including
 the collector of Madras
 ✓ All dept of Salt
 ✓ The C. C. B. 28850

20 S/c.

Lab
30850

P.T. 6

28

Pen

E

Note: Finance may see before issue.

28800

30850

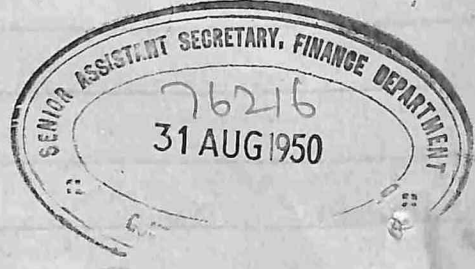
Finance

29550

Fin (Pen)

Please see the reference from the S.G.P. in the C.F. and the draft order on p1 above. Portion A in the draft order may be omitted since the forms referred to therein will not be required by the Heads of departments. Those forms are for use by the A.G. only - please see A on p1 of C.F. of G.O. No. 210 Edn dated 20.6.50.

Edm. No. 24908 E/501 31.8.50.



29550

4/9/50

Edn. (E)

The Exp B 1/9/50

No. 76216 Pen

The draft may issue

Pen

6950

P

6.9.50



Education Department (E)

Sub:- Forms - CF. 319 G - Application for admission to the Contributory Provident Fund - Revision ordered.

Read:- G.O. Ms. No. 2498 Edn. dt. 7-9-50.

MEMO NO. 36501 E/52.2 EDN. DT. 24/9/52

Pen 31 E

A on p 4 E E

35/25/91

In G.F. 319 G-Application for admission to the Contributory Provident-Pension Fund, on page 2, the certificate to be affixed will be amended as follows:-

"Certified that the applicant has been in service without a break from _____ and is likely to continue in service without a break and that he satisfactorily completed on _____ his probation in the post, to which he was first appointed on _____".

The S.G.P. is requested to take action urgently to print the form of the certificate as now ordered to be amended in the common form in question.

To

The Supdt. Govt. Press. 9.9.52. All Heads of Deptts. All Collectors. All Deptts. of Sectt. The C.C.D.

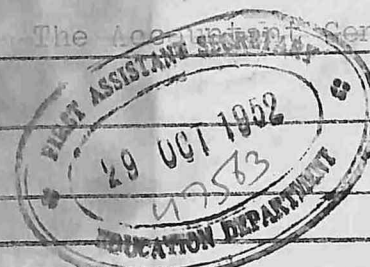
20 S/cs.

11.9.52

245

From

The Accountant General,
Madras.



To

The Secretary to the
Government of Madras,
Education Department,
Fort St. George, Madras.

No. JCS VII B Genl/746

Station.

Madras

Date 25-10-52

Sir,

Sub: Application for admission to the Madras Contributory Provident Pension Fund - Forms - Revision ordered.

I would invite a reference to Government of Madras, Education Department Memorandum No. 96501-E/52-1, Education, dated 24-9-52 wherein new forms incorporating a revised certificate have been ordered to be printed. Additional corrections have also been made in the application form (vide specimen copy enclosed). The Superintendent, Government Press may be instructed to incorporate these corrections also in the forms to be printed afresh.

Orders of Government issued in this behalf may kindly be communicated to this office for information.

Yours faithfully,

T. K. Arundhan

Deputy Accountant General.

vsr 24.10.

Fold along this line.

10

11

O. I. C. S.

To

3. 185. (Large.)

FOLD HERE

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C. No. 47563 E/52

Sp 12
22/11

Sp 12
22/11

To S.G.P. (Muzenl)
11/11/52

Sp 12
10/11

Edn. to 47563 E/52
11/11/52

11 NOV 1952
836
FINANCE DEPARTMENT

Sub: Forms - Application for admission to the Madras contributory Provident Pension Fund. Revision of Ref: Gov. Memo. No. 36501 E/52-2 Edn 8 24.9.52 from the A.G. No. Fds VII B C and 1746 of 27.10.52

Memo. No. 47563 E/52-2 Edn. dated. 21/11/52

A specimen copy of C.F. 319 G - Application for admission to the Madras contributory Provident Pension Fund incorporating the amendments ordered in the memo. read above and also certain other additional corrections which are found to be necessary, is forwarded to the S.G.P. and he is requested to incorporate these corrections also in the forms to be printed afresh.

8/11/52

Note: Forms may see before issue.

8/11/52

12/11/52

15 NOV 1952
51060
EDUCATION

13/11/52

Fin (Pen)

may be perused and returned to Edn.

to Govt. service shall join the Fund with effect from the date on which the appointing authority certifies that he is likely to be in service without a break, provided that he has satisfactorily completed his probation in the post in which he was first appointed. With reference to the above rule, the following certificate has been provided for in the application for admission to the Contributory Provident Pension Fund.

"Certified that the applicant is likely to be in service without break from and that he has satisfactorily completed his probation in the post in which he was first appointed on"

In his letter No. Fds. VI/C.P.P.F./Pdl.37 dated 13-2-51, the Accountant General issued instructions to the effect that the date to be indicated in the first space in the certificate mentioned above should be the date from which the applicant has been continuously in Government employ. The appointing authority will sign this certificate not earlier than the date of completion of probation of the Govt. servant concerned and every Govt. servant will invariably be continuously in Govt. employ from a date prior to the date of completion of probation. So the portion "certified that the applicant is likely to be in service without break from (a date earlier than the date on which the certificate is signed)" does not read well. This has been pointed out by F & A Secretary. F & A suggest that the certificate may be amended as follows:-

"Certified that the applicant is in service without break from and is likely to be so in future and that he has satisfactorily completed his probation in the post in which he was first appointed on"

In the circumstances explained, F & A's suggestion for the revision of the form may be accepted and the revised form may be as follows:-

p.t.o.



AG. 2.0.986.
Fds. VI.

To
The Accountant General,
Madras.

5128
F7B
57849 (pen.)
5.8.52

4c
in
8/8/52



57847 (pen.)
21.8.52

"Certified that the applicant has been in service without a break from and is likely to continue in service without a break and that he satisfactorily completed on his probation in the post to which he was first appointed".

A copy of the note may be sent to the A.G. for remarks. Relevant extracts from the notes may be taken and the file returned to F & A.

T.E.V.
2-8-52.

(True copy).

A. V. Joseph
4.8.52
SUPERINTENDENT.

A.G.'s Office,
Madras.

Seen and returned.

V.T. Sreenivasan
(V.T. Sreenivasan)

M.G. Fin (Dept.) U.O.
A.G.U.O. Fds. 7.B. Genl. 191 dated 18th August, 1952.

SV/43-8-52

Finance (Pension).

The certificate at A on page 2 of the Form at M has now to be revised as at M above. Since orders regarding standardisation of that Form were issued by Education department, the case may be transferred to them for further action.

20.8.52
20/8/52

20/8/52

4 14 17 Education (E) Dept.

Please see the note of Ford and Agel and Finance ~~extracted~~ on pp 1-3 ante. It seems ^{desirable} ~~better~~ if the date of first appointment of the applicant in the post in which he is certified to have completed probation, is also indicated in the certificate. Provision has been made for this in the ~~draft~~ ^{memo. put up below} ~~draft~~ by the insertion of the word "on _____" at the end of the modified form of certificate.

Finance may see.

7/9/52 ^{RU} 9.9.52

UK

11.9.52

Fin

Resubmitted. The note and draft memo. have been revised as instructed.

9.9.52 ^{RU} 9.9.52

Fin (Pen)

(Previous Finance note on 1-3 above).

The note of Edm above and the draft memo below may be perused and the case returned to them.

16.9.52 ^{RU} 16/9/52

17.9.52 ^{RU}

Edm

Edm (E) Dept.

now issue.

The draft memo. below may

19/9/52 ^{RU} 19.9.52

22.9.52 ^{UK}

22.9

Edm. to 36501 8/21
13/9/52

ADDITIONAL DEPUTY SECRETARY TO GOVERNMENT
13 SEP 1952
67539
FINANCE DEPARTMENT

67539 sent

17.9.52
19 SEP 1952
40247
EDUCATION DEPARTMENT

Check up the alterations made by me in the draft & retype into 6902

ORIGINAL (to be retained).
99020 Government Press, MINT/M.R./PENY. BRANCH.
H.D./2D./1D./Sales/Binding.
Madras, 22/9/1952

To The Asst. Secy. Education Dept.

The following have been sent by Post/Railway parcel/ Goods under Railway Receipt No. _____ and booked on _____

161 original & proof
1 are Rm sent for
appt & early return

indicated in the certificate.

Provision has
memo info 1/1/53

8/

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9

no

C. No. 39419 2/53.

Education (E) Dept

Forms. Application for admission to
the contributory Provident Fund. C.F. 319 G.
- Proof.

Ref: Form the ^{Govt. Press} ~~S. G. P.~~ Invoice No. 99020.

plcf

8.29.7.53

Memo. No. 39419 E/53-28m. 8/14/9/53

Two proof copies of the 'Application
for admission to the contributory Provident Fund'
along with the original received from
the Secy to Madras, are forwarded to the A.G.
Madras and he is requested to return the
proof to the Controller of Stationery & Printing
after approval.

Attention of the A.G. is invited in this
connection to his letter No. Fds VII B Genl/746

pld (J) 8.27.10.52. and Govt. Memo. No. 47563 2/52.2 Ew

pld (J) 8.21.11.52.

28/8/53

GR

28/8

29/8/53

2

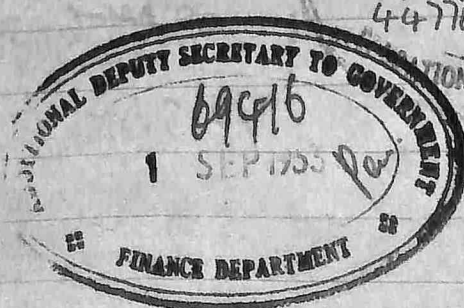
The A.G. Madras
(min encl)

pp 3-12 in original

Copy to the Controller
of Stationery & Printing

Note: Finance may see before
issue.

29/8/53



Govt. No. 39419 2/537

1/9/53.

Fin No 69416

4/9/53

31/8/53
11.9.53

4/9/53

may be perused and returned to Ed

Edm (E)

The draft memo on p. 1 ante
may issue.

12/9/53

GUM LINE

MEMORANDUM.

Fds & 7B/Genl - 34

9 -10-53

No.....

Dated the.....

From The Accountant General, To The Controller of Stationery
FIRST ASSISTANT SECRETARY, Madras, and Printing,
Madras.

Subject...Provident Pension Fund...CF. 319 G - Proof.

Ref: Govt. Memorandum No. 39419-E/53-2 Education dated 14-9-53 addressed to this office and copy to you.

Proof copy of CF 319 G application for admission to the Contributory Provident Pension Fund received from the Govt. of Madras is forwarded herewith duly checked and corrected.

In this connection it may be pointed out that a proof copy of the application form was already received from Govt. vide memorandum No. 11458/E 53-1 dated 2-4-1953 and it was duly forwarded to the Superintendent, Govt. Press, Madras under this office reference N. Fds 7B Genl - 5 dated 27/30-4-53. Reference is also invited to Superintendent, Govt. Press reference No. F.O.C. F.Mis.53 dated 14-8-53 wherein it was stated that about 1,20,000 copies of the Form were under print.

(Sd) M.C. Krishna Ayyar.

Assistant Accounts Officer.

ksr.10/9

S.-185.

MFP-144 General-6923-50-(M-149)-19-7-50-40,000 Pads.

Edm (E)

The draft runs on p. 1 ante
any issue

TM

534.

To	O. I. G. S.
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Endt. No. 7ds 7A/gen-35 h 10.10.53.

From the Department of Revenue, Madras.
Revenue Department, Fort St. George, Madras.

~~Assistant Accounts Officer.~~
Assistant Accounts Officer.

Edm (E)

May be filed with the
papers at T

24/10/50
on

27/10

