



कार्यालय रक्षा लेखा प्रधान नियंत्रक (मध्य कमान), करियप्पा मार्ग, लखनऊ छावनी -226002 Principal  
Controller of Defence Accounts (Central Command) Cariappa Road, Cantt., Lucknow, Pin Code -  
226002

कार्यालय दूरभाष सं०-0522-2451547

कार्यालय फैक्स सं०-0522-2451993

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**Speed post/E-mail**

No.FC/I/Project Nidhi/2018-19

Date: 16/07/2018.

To

**The Officer In charge  
AAO (CC) Allahabad  
AAO (CC) Kanpur  
All AOGES/AAO GEs/ All LAOs  
All pay sections in MO**

**Sub: Shortcomings during processing of Final withdrawal,  
Final Settlement cases of retiring Defence Civilians.**

**Ref: CDA (Funds) DO No.AN/Funds/Coord/Gen dated 09/07/2018.**

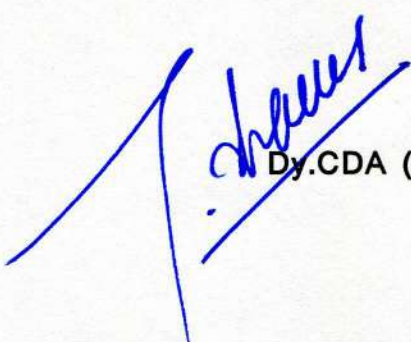
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CDA (Funds) vide DO letter cited under reference has observed that pay audit offices are not giving due attention while forwarding final withdrawal/final settlement cases which lead to delay in processing of the case by CDA (Funds) Meerut and sometimes causing undue payment of interest to the subscriber.

A detailed list of such shortcomings has been enclosed as Annexure-A by CDA (Funds) Meerut.


Hence you are directed to submit confirmation report vide e-mail (mukeshpandey.dad@hub.nic.in)/fax by 17/07/2018 whether your office is following check points enumerated in Annexure-A or not.

Enclosure- Annexure-A

  
Dy.CDA (Funds)

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.

  
Accounts Officer (AN)



अ०स०पत्र सं०/ DO No. : AN/Funds/Coord/Gen

दिनांक:/Dated: 9<sup>th</sup> July, 2018

Dear Sir,  
As you are aware that CDA(Funds) Meerut is committed to ensure correct and efficient maintenance of GPF Accounts, prompt payment in the event of subscribers becoming non-effective, early settlement of discrepancies in the GPF Account of subscribers and issuance of 'Annual Statement of Fund Account'.

2. During the processing of Final Withdrawal (FW), Final Settlement (FS) case of retiring Defence Civilians, some shortcomings have been come to notice, on regular basis, which need due attention at your level, being DDP Controller. A detailed list of such shortcomings is enclosed as Annexure "A" to this letter. As the Fund Cell/Pay Section/PAO/LAO/AO(GE) of your office while processing cases does not give due attention, and due to such shortcomings the bills submitted to this office could not be admitted, hence created lot of inconvenience to the subscriber and lead to delay in processing of the case, which also sometimes lead to undue payment of interest to the subscriber, causing loss to the exchequer.

3. In view of the above, it is requested that the concerned officials of Fund Cell/Pay Section/PAO/LAO/AO(GE) etc. may be sensitized and directed to carryout scrutiny in GPF cases with due diligence and submit the case to this office along with all concerned documents, as prescribed.

4. Team CDA(Funds) is committed to achieve zero delay zero error. We solicit your kind help and co-operation in achieving that commitment.

With kind regards,

Yours Sincerely

Encls: As stated above.

Shri Mohinder Singh, IDAS  
Pr. Controller  
The PCDA (CC)  
Kariappa Road  
LUCKNOW CANTT.-226002

Pl. check our position & response. Plup a response. 12/7/18

Pls obtain confirmation from the Fund Cell/Pay Section PAO/LAO/AO(GE) when they are following the check list to avoid the shortcomings mentioned at Annexure A to this letter. Put up by 18/7/18 Go (Funds)

20/Added 16/7/07

Pls put up urgently

16/7/18