



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

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

Date: 27/08/2018.

To

The Officer In charge
AAO (CC) Allahabad
AAO (CC) Kanpur
All AOGes/AAO GEs/ All LAOs/RAOs
All pay sections /Store Audit Section in MO

Sub: Preventive measures to avoid minus balance in GPF (Non- DAD)

It has been observed that due to incorrect verification of last twelve months/five year statement by the concerned pay audit offices during processing of final settlement of GPF cases to CDA (Funds) Meerut, minus balance cases of GPF occurred which has been viewed very seriously by the competent authority.

Hence all the pay audit offices are directed to follow the instructions mentioned below to stop occurrence of minus balance of GPF.

1. While passing Regular Pay Bill, PAOs (Audit sections/Sub offices) must verify that **Name** of subscribers, **GPF Account number**, **Amount of Subs/Refund** and Unit code are correct in GPF credit schedule.
2. While passing Final withdrawal/Temporary advance of GPF, PAOs (Audit sections/Sub offices) must ensure that **Name and GPF Account number in GPF debit schedule** tallies with the same mentioned in **original CCO-9**. Amount in GPF debit schedule may also be verified by the section incharge.
3. While punching monthly GPF data in Project NIDHI, PAOs (Audit sections/Sub offices) must verify the name of subscribers, GPF Account number, Amount of Subs/Refund/Withdrawal, Unit code and DV/voucher number in GPF credit/debit schedule. Details regarding feeding of GPF data are also uploaded on the portal of project NIDHI.
4. While forwarding final settlement claim of GPF to CDA (Funds) Meerut, **details of Credit/Debit of last twelve months/five years as per entry in Project Nidhi must be verified with Regular Pay Bill/Withdrawal/Demand Register maintained in Pay audit offices**. A Copy of verified statement may also be forwarded to this section.
5. For strict compliance.

Please acknowledge receipt

Mohit Sharma
ACDA

Copy to

The OI/C OA Cell:

For uploading on website.

Sr. Accounts Officer