

DISTRICT PRIMARY SCHOOL COUNCIL, BURDWAN

Last Pay Certificate for Primary School Teaching and Non-Teaching Employees

1. Last Pay Certificate of Sri / Smt. / Kumari
of Proceeding on to
(Name of the Institution) (Name of the Institution)
vide Release Order No. dt.

2. He/She has been paid upto at the following rates in the Pay Band of Rs.
(PB -) with Grade Pay of Rs.

PARTICULARS		DEDUCTIONS	
Band Pay		(a) G. P. F.	Rs.
Grade Pay		(b) Recovery of G. P. F. advance	Rs.
Basic Pay		(c) P. Tax	Rs.
Dearness Pay		(d) G.S.L.I.	Rs.
Dearness Allowance		(e) F. A.	Rs.
H.R.A.			
Medical Allowance			
Festival Advance			
Adhoc Payment (Due to ROPA arrear)			
Gross Total			

3. G. S. L. I. ID No. Circle Code

4. His / Her G.P.F. A/c. No. is maintained by the D.P.S.C., Burdwan is

5. He / She made over charge of the on forenoon / afternoon of

6. Recoveries are to be made from the emoluments etc. of the employee as detailed below.

a) Unrecovered Festival Advance Rs.

b) Unrecovered G. P. F. Advance Rs.

c) Adhoc payment made amounting to Rs. on account of ROPA Arrear for the period

d) Excess payment on account of amounting to Rs. out of Rs. is to be recovered from him / her.

7. PAN Card No.

8. Income Tax deducted at source for the F. Y. upto Rs.

9. He / She has enjoyed days C. L. for the year

10. He / She resides at Govt./Semi-Govt. Rented House at

11. Short payment of Rs. on account of arrear D.A./ or otherwise are to be paid to the employee.

Dated : 20

Signature of the D. D. O.

Designation

(To be filled in at the office of the Institution where transferred)

Shri / Shrimati / Kumari assumed charges of his / her duties on the forenoon / afternoon of and him / her

Basic Pay for the post he / she joins in this establishment is Rs. (Band Pay Rs.

Grade Pay Rs.).

Dated at

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Note : 1. The PLC must be attached to the first bill of the transferred employee.
2. The LPC shall be prepared in triplicate.
3. Strike out whichever is not applicable.

Signature and designation of the D.D.O.
When the incumbent has been transferred.