

ANNEXURE - II

To be used in the office of the Assistant Director of Accounts (Education Deptt.) / Finance Officer

BURDWAN

Dist. Primary School Council, Dist.

Pension papers of Sri / Smt. / Late

received from D. I. (P. E.) vide his Office No.

dt. have been duly checked. Some special items of observation is appended below.

Items

- | | | | |
|---|---|-----|----|
| 1. The Original option form / forms in terms of Para 3 of Memo. No. 136-Edn. (B) (as amended up-to-date) is in the papers and appears to be correct - | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 2. Option to revised pay scales and Initial Pay Fixation statements as per provision of G.O. No. 492-Edn (B) dt. 26.10.81 and notification No. 33 Edn (B) dt. 7.3.90 read with memo. no. 372-Edn. (B) dt. 31.7.81 (as amended) are in the papers and found to be correct. | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 3. Changes in pay / scale of pay have been verified in reference to academic attainments as per G.O.'s issued from time to time. | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 4. Qualifying service as claimed has been checked and verified and may be admitted to be of years months. Due regard has been given to breaks (if any) in service and Leave Account. | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 5. Date of birth (as recorded in the Service Book) has been verified with reference to appropriate documents (Matriculation / S.F. Certificate, admit card, affidavits etc.) | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 6. 'Cash Refunds', which are to be made as per rules, have been deposited in appropriate Govt. accounts (heads) at the R.B.I. / S.B.I. Challans enclosed. | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 7. Refunds and recoverable items (if any) have been recorded in the Service Book at Page No. | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 8. L.P.C. shows all elements of pay and also the recoverable items (if any) from pension. The last pay figure of L.P.C. tallies with the last pay as shown in Service Book (Page) | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 9. A no liability certificate has been given by the appropriate authority. | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 10. Provisional payments sanction orders have been given. Appropriate payment certificate is given in the Service Book (if prov. pension is continuing, a certificate in that respect is to be given). | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 11. Pension / Gratuity has been calculated properly. | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |
| 12. Special Comments (if any) | <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> | Yes | No |
| Yes | No | | |

A.D. of Accounts (Edn.) / C.O.F. - D.P.S.C.

No. CF / Pen /

Date

The enclosed pension case of Sri / Smt. / Late to pension Sanctioning authority appears to be in order on scrutiny and is sent to D.I. (P.E.), Dist. for taking further necessary action from his end.

OR

The enclosed pension case of Sri / Smt. / Late does not appear to be in order on the grounds as stated above at point no. or as per enclosed sheet and is hereby returned to D.I. (P. E.) for rectification thereof.

A.D. of Accounts (Edn.) / C.O.F. - D.P.S.C.