

(Below Rs Rupees.....)

Form D

(See Rule 16,18 & 42)

BILL FOR DRAWING FINAL/ADVANCE PAYMENT FROM THE G P F ACCOUNT

Name of Treasury.....

Computer Sequence No: \Token No: Date :

Scroll No: Voucher No..... of I / II LOP

DDO Code : (Dept) (DDO) In Case of SDO SDO Code:

Name & Designation of drawing officer:.....

Name of Office :.....

Bill No : For the month of Adjustable by.....

P. F. Head of Account : - - - - -

Dept.Head of Account: Plan (P)/ Non Plan (N) Voted (V)/Charged (C)

Sl No.	Name of subscriber & Monthly Pay	GPF Account No.	Number & date of sanction order	Amount Rs
Total				

Received Rs..... (Rupees.....only)

Stamp

Place :

Date : Signature Name & Designation of the Drawing Officer

SPACE FOR ENDORSEMENT

Please pay the amount to Sri/Smt.....
Whose signature is attested below. Contents received

Signature of the messenger Signature of the Drawing Officer Signature of the messenger

FOR TREASURY USE ONLY

Pay Rs..... (Rupees
.....only) in CASH, Rs..... (Rupees.....
.....only) by RBR and Rs..... (Rupees.....
.....only) by TC.

POC NO: Date:...../...../.....

Accountant Treasury Officer

Received Pay Order Cheque Pay Order Cheque Issued By

Signature of Recipient Accountant

CERTIFICATE

1. Certified that I have satisfied myself that all sums included in bills in Form D drawn 1 month / 2 months / 3months previous to this date in favour of Messrs.....Account Nos.....

With the exception of those detailed below (of which the total has been refunded by deduction from this bill) have been disbursed to the proper persons and that their acquittances have been taken and filed in my office with receipt stamp duly cancelled for every payment as per stamp act.

2. Certified that I have satisfied myself that the amount withdrawn previously on the same account has been utilised by the subscriber on the date of the withdrawal covers the sum in the relevant premium receipt/receipts has/have duly encased by me.

Place:

Date:

Signature, Name and Designation of the drawing officer

Note : Separate bill should be prepared for each index prefix of G P F accounts

FOR THE USE OF THE A.G'S OFFICE

Admitted Rs.....

Objected Rs.....

Reason for objection.....

Auditor

SO/AAO

Branch Officer

Commonly used provident fund head of accounts

Provident Fund Type	Dedcode	Head of Account	Provident Fund Type	Dedcode	Head of Account
KPEC & PPSPF	119	8009-01-101-90	Panchayath Emp: PF	124	8009-01-101-93
KASEPF	120	8009-01-101-98	Contri. Prov.pension fund	126	8009-60-102-00
NMRPF	121	8009-01-101-97	KASRSEPF	127	8009-01-101-92
KPCSPF	122	8009-01-101-95	Contingency Emp: PF	128	8009-01-102-98
KPCNSPF	123	8009-01-101-95	G P F	701	8009-01-101-99

INSTRUCTIONS

1. All sanction orders, for advances, should specify the name and designation of the officer who actually sanctioned the advance / withdrawal.
2. The sanction orders must be authenticated / signed by the drawing and disbursing officer of the office of the sanctioning authority whose name and designation should invariably be given below the signature and in case where the sanction order could not be signed by the drawing and disbursing officer of that office, the sanction should invariably signed by the Gazetted Officer in charge of the wing whose name and designation should be given below the signature.
3. The office seal of the sanctioning authority's office must be affixed in the sanction orders.
4. Annexure A B C D should also be attached in the bill along with the sanction order in case of advances from General Provident Fund.