

GOVERNMENT OF TAMIL NADU

Abstract

Establishment - Non Gazetted Government servants on transfer - Last Pay Certificate - Revised procedure - Orders - Issued.

Finance (T and A) Department

G.O. Ms. No. 210

Dated 15th February 1972.

Read :

1. Letter from Public Department No. 2925/Ser.I/70-120, dated 20th January 1971.
2. U.O. Note No. 11872/S./71-1, dated 1st February 1971.
3. Letter from the Director of Treasuries and Accounts No. K.Dis, 7623/71, dated 21st May 1971.
4. Letter from the Accountant General No. DCM/III/1208/71-72/168, dated 16th August 1971.
5. Letter from the Director of Treasuries and Accounts, No. K.Dis, 32824/81-D4, dated 4th November 1971.

ORDER :

According to the existing procedure, when a name of a Government servant appears for the first time in an establishment pay bill, a Last Pay Certificate has to be attached to the bill before presentation to the Treasury. In the case of Non-Gazetted Government Officer who draws his own pay bill the Last Pay Certificate has to be countersigned by the immediate superior officer in the District or Circle in which he draw pay last.

2. At the meeting of the Tamil Nadu Civil Services Join Council held on 8th December 1970, it was decided that a copy of the Last Pay Certificate of Non-Gazetted Government Servants on transfer may be handed over to the transferee and that if any individual tried to tamper with it, action may be taken against him. The Government have carefully examined the question of giving effect to the decision in consultation with the Director of Treasuries and Accounts and the

Accountant - General, Tamil Nadu and pass the following orders.

- (a) Whenever a Non-Gazetted Officer is transferred, the drawing officer should issue two copies of Last Pay Certificate to the Government servant to be handed over to the new office on his joining there and the other copy by post to the immediate superior officer who will draw the bills in the new station.
- (b) A true copy of the Last Pay Certificate surrendered by the transferee should be taken and kept on record duly attested by drawing officer in the new station.
- (c) The original Last Pay Certificate surrendered by the transferee should be attached with his first pay bill.
- (d) Immediately on receipt of the original Last Pay Certificate from the old station, the drawing officer will carefully compare it with the copy the Last Pay Certificate kept on record and any mistakes found in the Last Pay Certificate should be reported to the Audit Officer in consultation with the drawing officer in the old station immediately.
- (e) The above procedure should also be adopted by Non-Gazetted Government servants who draw their own bills.

3. The Government direct that the above procedure should be followed with immediate effect and suitable instructions in this regard be issued by all Heads of Department to their Subordinate Officers under their control.

4. Necessary amendments to S.R. 12, T.R. 16 of Madras Treasury Code, Volume I and Local Ruling 2, Rule 3 in Appendix 17 of Madras Treasury Code, Volume II will be issued in Finance (Codes II) Department on receipt of proposals from the Director of Treasuries and Accounts.

(By Order of the Governor)

S. Venkattaramanan,
Secretary to Government.