

GOVERNMENT OF TAMIL NADU

ABSTRACT

Tamilnadu Treasury Code Volume I and II - Last Pay Certificate - Register of Cheques Issued - Register of valuables and cash book - Amendments - Issued.  
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FINANCE (TREASURIES AND ACCOUNTS) DEPARTMENT

G.O.Ms.No.222

Dated the 21st March 1983.  
Panguni 7, Thunthubi,  
Thiruvalluvar Aandu 2014.

Read:

1. From the G.O.I. Lr.No.V16011/59/CTR/81/48  
Min. of Finance (Department of Expenditure)  
dated 21.4.1981.
  2. From the DTA, Lr.No.K.Dis.61596/81/D4  
dated 21.6.1982.
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ORDER:

The Government of India have newly introduced the forms TR 73 (Last Pay Certificate) TR 74 (Register of cheques issued) and TR 75 (Register of valuables) and also revised the existing form of cash Book. The above form have been examined with reference to state rules in consultation with Director of Treasuries and Accounts.

I. LAST PAY CERTIFICATE:-

At present the form of Last Pay Certificate has not been assigned any Tamil Nadu Treasury Code Form number. The form of Last Pay Certificate available in Appendix 17 of Tamil Nadu Treasury Code Volume-II is now being used in all the Departmental Offices. The Form available in Appendix 17 of Tamil Nadu Treasury Code Volume II was examined with the revised form. It has been decided to adopt the Government of India Last Pay Certificate form Treasury Rule 73 with slight modification to suit the present requirements of the Departmental Officers. Since this form is required to be supplied to all the Departmental Offices, this will be codified and standardised. This form will be assigned Tamil Nadu Treasury Code form No.122 and incorporated in Tamil Nadu Treasury code Volume-II. The instruction 1 under Treasury Rule 23 of Tamil Nadu Treasury Code Volume-I will also be amended suitable. The following amendment is therefore issued:-

AMENDMENT I

TAMIL NADU TREASURY CODE VOLUME - I

(CORRECTED UPTO 30th JUNE 1980)

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Instruction 1 Under  
TR.23.

Substitute the following for the existing first sentence in this instruction:-

The Last Pay Certificate shall be prepared in form Tamil Nadu Treasury Code 122. The rules for preparation of the Last Pay Certificate are contained in Appendix 17.

AMENDMENT-II

TAMIL NADU TREASURY CODE VOLUME-II

(CORRECTED UPTO 30th JUNE 1962)

Page:72

Appendix 17.

Delete the form of 'Last Pay Certificate' appearing in this Appendix.

AMENDMENT-III

The form found in Appendix-I to this order shall be inserted as Tamil Nadu Treasury Code Form 122.

II. REGISTER OF CHEQUES ISSUED:-

Cheques issued by the Cheque drawing officers are required to be entered in a "Register of Cheques Issued". In the State Rules no such form is now in use by the cheque Drawing Officers. The Director of Treasuries and Accounts has proposed that similar form now introduced by the Government of India may be introduced in this State also, by suitably modifying the form of "Register of Cheques Issued" designed by the Government of India to suit the present requirements of this State. The newly designed form of "Register of Cheques Issued" shall be numbered as Tamil Nadu Treasury Code Form 123 and codified in Tamil Nadu Treasury Code Volume-II. Necessary amendment to Tamil Nadu Treasury Code Volume-I has already been issued in G.O.St.No.1300 Finance(T&A) Dated 25.11.82. The following amendment is now issued to Tamil Nadu Treasury Code Volume-II:-

AMENDMENT-IV

TAMIL NADU TREASURY CODE VOLUME II

(CORRECTED UPTO 30th JUNE 1962)

The form found in Appendix II to this order shall be inserted as TamilNadu Treasury Code Form 123.

III. REGISTER OF VALUABLES:

The Government of India TR 75 (Register of Valuables) has been examined. Government consider that the present Tamilnadu Treasury Code form 14 is more elaborate and that therefore no amendment to the existing form is necessary.

IV. CASH BOOK:

The Government of India has revised the form of "Cash Book" in form TR 4 for use in the office of the Drawing and Disbursing Officers. In the State rules, the existing Tamil Nadu Treasury Code Form 5 (Cash Book in departmental Offices) was already revised in consultation with the Accountant General to suit the present requirements and it is more elaborate and convenient. No amendment is therefore considered necessary to the existing form.

(BY ORDER OF THE GOVERNOR)

S. KALLAPIRAN,  
DEPUTY SECRETARY TO GOVERNMENT.

To  
The Director of Treasuries and Accounts (incharge),  
Madras-55  
All Treasury Officers,  
The Accountant General-I, Madras-18.  
The Accountant General-II, Madras-35.  
The Pay and Accounts Officer (East), (South) and (North).  
The Finance (BG III) Department, Madras-9.  
All Departments of Secretariat.  
All Heads of Department.  
All State owned Corporations, Boards etc.,  
SF/SC.

/Forwarded/By Order/

  
SECTION OFFICER.

GS.22.3.

29.3.83

A P P E N D I X - I

T.N.T.C. FORM 122

LAST PAY CERTIFICATE

(See Instruction 1 under TR.23)

Last Pay Certificate of Thiru/Tmt. ....  
..... of the Office  
of the .....

Proceeding on

2. She/he has been paid up to and for .....  
..... at the following rates:

<u>PARTICULARS:</u>	<u>RATE:</u>
Substantive Pay .....	
Officiating Pay .....	
Special Pay .....	
Personal Pay .....	
Leave Salary .....	

ALLOWANCES:

a) DA/ADA .....	
b) CCA .....	
c) HRA .....	
d) OCA .....	

RATE OF DEDUCTIONS

G.P.F. ....	Income Tax .....
P.L.I. ....	Salary Savings Scheme .....

.....

/p.t.o./

3. His/her General Provident Fund Account No. is ..... maintained by the Accountant General.

4. He/She made over charge of the Office of the ..... on the ..... noon of .....

5. Recoveries are to be made from the emoluments etc. of the Government Servants as detailed on the reverse.

6. He is entitled to draw the following.

.....  
.....  
.....  
.....

7. He has been sanctioned leave proceedings joining time for ..... days.

8. She/he finances the Insurance Policies detailed below from the Provident Fund.

Name of Insurance Company.	No. of Policy	Amount of premium	Due date for the payment of premium.
(1)	(2)	(3)	(4)
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9. The details of the Income Tax recovered from him/her upto the date from the beginning of the current financial year are noted on the reverse.

Date: .....

Signature: .....

Designation: .....

/p.t.o./

**DETAILS OF RECOVERIES:**

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Name of Advance involving recovery/adjustment.	Gross & Net amount and date of encashment of the bill in which the advance was drawn.	Total amount of advance sanctioned with the month of drawal.	Outstanding amount recoverable	Rate of Instalment.
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(1)	Rs. (2)	Rs. (3)	Rs. (4)	Rs. (5)
a) Pay Advance	...	...	...	...
b) T.A. Advance	...	...	...	...
c) House Building advance.	...	...	...	...
d) Festival Advance...	...	...	...	...
e) Handloom Advance...	...	...	...	...
f) Khadi Advance	...	...	...	...
g) Education Advance...	...	...	...	...

Name of months	Pal/Leave Salary and Allowances.	Fee, Honorarium etc.,	Funds and other Deductions.	Amount of Income Tax Recovered.	Remarks
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April 19  
 May 19  
 June 19  
 July 19  
 August 19  
 Sept. 19  
 Oct. 19  
 Novr. 19  
 Dec. 19  
 Jan. 19  
 Feb. 19  
 March 19

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DATE:

SIGNATURE : .....

DESIGNATION: .....

  
 SECTION OFFICER.  
 29.3.83

T.N.T.C. FORM 123

REGISTER OF CHEQUES ISSUED.

(See Exception (B) below SR 4 (f) under TR 32)

Sl. NO.	Date	Reference to serial No. of Bill Register.	Particulars of the bill No.	Cheque No.	Amount	Towhom issued	Initials of Drawing Officer.	Progressive total of assignment.	Balance in total Assignment.	REMARKS		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)

*[Signature]*  
SECTION OFFICER  
29.3.83