



GOVERNMENT OF HARYANA

**FINANCE DEPARTMENT**

**HARYANA GPF RULES, 2006  
&  
INSTRUCTIONS**

*COMPENDIUM OF INSTRUCTIONS*

**Volume - VIII**

**(UPTO 30-06-2011)**



**Harmohinder Singh Chattha**



D.O. No.....

Finance, Planning, Irrigation &  
Renewable Energy Minister,  
Haryana, Chandigarh.

Dated : 30<sup>th</sup> June, 2011...

## MESSAGE

I am pleased to know that a team of officers of Finance Department under the guidance of Shri Ajit M. Sharan, IAS, Financial Commissioner & Principal Secretary to Government Haryana, Finance Department, has prepared a unique set of 17 Compendia of the instructions/notifications of Finance Department on various subjects issued from time to time from 1947 onwards.

2. I am sure that these Compendia of instructions/ notifications will be maximum helpful for Government employees of all Departments/ Boards/ Corporations of Haryana Government for proper examination of cases in accordance with the provision in rules/ instructions expeditiously and will also help in reducing the unnecessary litigation and financial burden on the State exchequer.

3. The efforts made by the team to consolidate all the instructions in Compendia and also on website of Finance Department subject-wise and date-wise are indeed praiseworthy.

*H.S. Chattha*

**(H.S. Chattha)**

## PREFACE

The State Government since its formation in November, 1966 has issued/revise instructions and policy guidelines on various subjects from time to time relating to civil service and financial matters.

The number of such instructions has been large but non-availability of these instructions at one place results in delay in the disposal of work and sometimes decisions are taken in contravention of spirit of instructions resulting in un-necessary correspondence and litigation. It has, therefore, been decided to bring out compendia of Finance Department instructions on various subjects like Pay Fixation, Revision of Pay Scales, Pension, Compensatory Allowances, Dearness Allowance, General Provident Fund, Loans and Advances, Amendments in CSR/PFR etc., Misc. of CSR, Economy in Expenditure, PAC/CAG Matters, Budget Formulation, Financial Regulations etc.

The instructions/notifications/policies issued upto 30.06.2011 including the instructions issued prior to 1<sup>st</sup> November, 1966 have been compiled in sixteen compendia. Efforts have been made to include all available instructions indicating their status/applicability distinctly in a block at the top of instructions.

Seventeenth Compendium contains only a date-wise list of all the instructions whether printed in these compendia or not. For the facility of readers a list of important subjects alphabetically indicating their number of Compendium has also been given at the back cover of each Volume.

The compendium in hand is Volume-VIII in series and contains Haryana General Provident Fund Rules, 2006, instructions relating to GPF Advance, GPF Schedule, deficiencies noticed by Accountant General Haryana, Rate of interest on GPF remained in existence from 1967 to 2011.

The printed copy of Compendia can be purchased from the Printing & Stationery Department, Haryana. One set of compendia is circulated to all Administrative Secretaries and Heads of Departments.

Original copy of circulars/notifications etc. of Finance Department are available with the Archives Department, Haryana. Soft copy of the instructions issued by the Finance Department from 1947 onwards to 30.06.2011 both datewise and subjectwise are available on the websites [www.finharyana.gov.in](http://www.finharyana.gov.in). and [www.haryana.gov.in](http://www.haryana.gov.in). Interested persons can easily download the same or any part thereof from the website. To search by date-wise any instruction, type the date in the manner e.g. '2<sup>nd</sup> September, 2009' and not in any other way.

Although we have taken all possible precautions while compiling the Compendia, yet there may be some omission or lapse on our part. We would welcome any feedback or suggestion from users of the Compendia.

I acknowledge the hard work put in by Mrs. Kusum Bansal, IRS, Joint Secretary Finance, Shri Raj Pal Nasa, Private Secretary, [former SO (FD)], specially posted in Finance Department for the compilation of instructions and Shri Ram Saran, Principal, DTC HIPA, Panchkula, for assistance and guidance. I also extend my thanks to Director General, HIPA, Gurgaon for providing infrastructure support at DTC Panchkula for this purpose.

I hope that these compendia would be handy and useful to all concerned.

Dated : Chandigarh,  
14<sup>th</sup> July, 2011

**AJIT M. SHARAN**  
Financial Commissioner & Principal Secretary to  
Government Haryana, Finance Department.

## INTRODUCTION

The Haryana Government has taken a significant decision to bring all the instructions/notifications issued by the Finance Department at one place for the facility of officials/officers for proper examination of financial and service matters in accordance with the rules/instructions. Accordingly, Government have decided to compile and computerize all the instructions including the same issued prior to the Re-organisation. The overall aim is to increase the effectiveness, efficiency and expeditious disposal of office work. To accomplish this voluminous and arduous work a team having experience and background of the Finance Department was constituted. After putting strenuous efforts, the team has been able to procure the old and rarely available instructions from the offices of Law Department, Commissioner Ambala Division, Deputy Commissioner Ambala, concerned Branches of Finance Department and retired officers of SAS Cadre.

These instructions have been computerised and compiled date-wise and subject-wise. The salient features of the same are as under :-

- The total number of instructions/notifications issued by the Finance Department during the period between 1947 and April, 2011 are about 3600.
- Out of above about 90% instructions are available in original and copy of about 5% have been collected from the private publications, and the remaining are not traceable.
- The instructions which are at present or were applicable in near past have been compiled subject-wise and printed in the following sixteen compendia:-

1	<b>Fixation of Pay</b>	<b>Volume-I</b>
2	<b>Haryana Civil Services Revised Pay Rules, 1998, 1987, 1980, 1969</b>	<b>Volume-II</b>
3	<b>Pension of Post-2006 Pensioners and Defined Contributory Pension Scheme.</b>	<b>Volume-III</b>
4	<b>Pension of Pre-2006 Pensioners and Dearness Relief</b>	<b>Volume-IV</b>
5	<b>Allowances to Govt. employees</b>	<b>Volume-V</b>
6	<b>Dearness Allowance to Govt. employees</b>	<b>Volume-VI</b>
7	<b>Misc. of CSR</b>	<b>Volume-VII</b>
8	<b>Haryana GPF Rules, 2006 and instructions</b>	<b>Volume-VIII</b>
9	<b>Amendments in CSR/PFR etc.</b>	<b>Volume-IX</b>
10	<b>Loans &amp; Advances to Govt. employees.</b>	<b>Volume-X</b>
11	<b>Economy in Expenditure.</b>	<b>Volume-XI</b>
12	<b>PAC/CAG Matter</b>	<b>Volume-XII</b>
13	<b>Budget Formulation – Receipt &amp; Expenditure</b>	<b>Volume-XIII</b>
14	<b>Financial Regulations</b>	<b>Volume-XIV</b>
15	<b>Instructions of HBPE</b>	<b>Volume-XV</b>
16	<b>For Judicial Officers</b>	<b>Volume-XVI</b>

- Volume XVII contains date-wise consolidated list of all the instructions/notifications alongwith number, subject and also availability in original.

- At the end of each Volume a date-wise list of the instructions pertaining to the subject(s) of that Volume whether the same have been printed or not has also been given for the facility of users.
- Efforts have been made to mention at the top of instructions if the same have been revised, modified, superseded, withdrawn or have become obsolete.
- Soft copy of all the instructions are available at website of Haryana Government [www.finharyana.gov.in](http://www.finharyana.gov.in). and [www.haryana.gov.in](http://www.haryana.gov.in). and may be downloaded from there. **Illustration:** To search any instructions by date, type the date like '20th May, 1999' or '3rd October, 2006' i.e. there is space after the date, month should be complete and year in four digits. If the actual date of any instruction/notification is not known or there is any doubt the same may be confirmed from the compendium of instructions (Volume-XVII) containing datewise list of all the instructions.
- These compendia are priced publications, one may purchase from Printing and Stationery Department, Haryana.
- Image of original copy of the instructions are also on website of Finance Department and hard copy of the original is available with the Archives Department, Haryana.

The compendium in hand is Volume-VIII in series and contains Haryana General Provident Fund Rules, 2006, instructions relating to GPF Advance, GPF Schedule, deficiencies noticed by Accountant General Haryana, Rate of interest on GPF remained in existence from 1967 to 2011.

I, on behalf of my entire editorial team express my special gratitude to Shri Ajit M Sharan, IAS, Financial Commissioner & Principal Secretary to Government Haryana, Finance Department, for providing valuable guidance and encouragement for accomplishing this arduous work which otherwise would not have been possible without his moral support.

I am thankful to Shri Raj Pal Nasa, Private Secretary, [former SO (FD)] for the hard work put in by him and also Shri Ram Saran, Principal DTC, HIPA, Panchkula for providing assistance and guidance to the team members. I also extend my thanks for Shri Ajit Kumar Saini, Section Officer, Finance Department, Shri Baljit Singh Saini, PTSO, and Shri Dinesh Kumar, PCAT of Printing and Stationery Department, Mrs. Pallavi, DEO, Shri Ramesh Kumar, Clerk, for preparing these compendia.

I am heartily grateful to Director General, HIPA, Gurgaon for providing infrastructure support at DTC Panchkula for this purpose.

Efforts have been made by the team to ensure the authenticity of the compilation. there may be some omission or lapse on our part. We would welcome any feedback or suggestion from users of the Compendia.

I hope these compendia would be helpful to all concerned for proper examination of the cases. I think now none has to face any problem for the copy of any instructions of Finance Department issued between 1947 and 2011.

Dated : Chandigarh,  
10<sup>th</sup> July, 2011

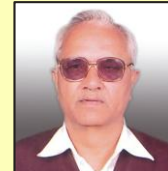
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**HARYANA GOVERNMENT  
FINANCE DEPARTMENT**

**NOTIFICATION**

**The 9th May, 2006**

**No. 4/4(2)2003-2FR.—** In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules to regulate the General Provident Fund, namely :-

**Short title and commencement.** 1. (1) These rules may be called the Haryana General Provident Fund Rules, 2006.  
(2) They shall come into force on the date of their publication in the Official Gazette.

**Application and effect of rules.** 2. (1) Except as otherwise provided, these rules shall apply to all the categories of Government employees who are under the administrative control of the Haryana Government and whose pay is debit to the Consolidated Fund of the State of Haryana, namely :-

- (i) members of State Service, Group A to D;
- (ii) members of State Service belonging to Haryana Public Service Commission and Haryana Legislative Assembly;
- (iii) any other Government employee or class of Government employees to whom the competent authority may by general or special order, make these rules applicable.

(2) These rules shall not apply to the following categories :-

- (i) employees working on contract basis;
- (ii) employees working on ad-hoc basis;
- (iii) work-charged employees;
- (iv) daily wages employees;
- (v) employees working as apprentices;
- (vi) any other category of Government employee to whom the competent authority may by general or special order, direct that these rules shall not apply to them.

(3) Nothing in these rules shall be deemed to have the effect of terminating the existence of the General Provident Fund as heretofore, or of constituting any new fund.

**Definitions.** 3. (1) In these rules unless the context otherwise requires,-

- (i) **“Accountant General”** means the Head of Office of Accountant General (Accounts and Establishment) representing the Comptroller and Auditor General of India, who maintains the accounts of the Haryana State and exercises audit functions in relation to those accounts on behalf of the Comptroller and Auditor General of India;
- (ii) **“Administrative Department”** means a department of the Haryana Government, other than the Finance Department;

- (iii) **“Child”** means a legitimate child and includes an adopted child, where adoption is recognized by the personal law governing the subscriber or a ward under the Guardians and Wards Act, 1890. In a case in which a person has given a child in adoption to another person and if, under the personal law of the adopter, adoption is legally recognized as conferring the status of a natural child, such a child should, for the purpose of these rules, be considered as excluded from the family of the natural father;
- (iv) **“competent authority”** in relation to the exercise of any power under these rules means the Administrative Department concerned of Government acting in consultation with the Finance Department or any other authority to which such powers may be delegated by or under these rules. A list of such authorities is given in Annexure-I;
- (v) **“dependent”** means any of the relatives of a subscriber in a fund, namely, a wife, husband, parent, child, minor brother, unmarried sister and a deceased son’s widow and child and where no parent of subscriber is alive then paternal grand-parent;
- (vi) **“family”** means,-

- (a) in the case of a male subscriber, the wife (or wives where permissible under personal law), children, widow (or widows where permissible under personal law) and children of a deceased son(s) of the subscriber and also includes parents, unmarried sisters and minor brothers of an unmarried subscriber:

Provided that if a subscriber proves that his wife has been judicially separated from him or has ceased under the customary law of the community to which she belongs to be entitled to maintenance, she shall henceforth be deemed to be no longer a member of the subscriber’s family in matters to which these rules relate, unless the subscriber subsequently intimates by express notice in writing to the Accountant General that she shall continue to be so regarded;

- (b) **In the case of a female subscriber**, the husband and the children of a subscriber, widow (or widows where permissible under personal law) and children of a deceased son(s) of a subscriber and also includes parents, unmarried sisters and minor brothers of an unmarried subscriber:

Provided that if a subscriber by notice in writing to the Accountant General expresses her desire to exclude her husband from her family, the husband shall henceforth be deemed to be no longer a member of the subscriber’s family in matters to which these rules relate, unless the subscriber subsequently cancels by express notice in writing to the Accountant General through her Head of Office.

- (vii) **“Finance Department”** means the Finance Department of the Haryana Government.

- (viii) **“first appointment”** means the appointment of a person not at the time of appointment holding any appointment under Government, even though he may have previously held such an appointment.
- (ix) **“foreign service”** means service in which a Government employee receives his pay with the sanction of Government from any source other than the Consolidated Fund of India or the Consolidated Fund of State.
- (x) **“Fund”** means “The General Provident Fund of Haryana Government employees.”
- (xi) **“Government”** means the Haryana Government in the Administrative Department.
- (xii) **“Head of Department”** means the authority declared to be as such by the Government in consultation with the Finance Department.
- (xiii) **“Head of Office”** means the authority declared to be as such by Government/Head of Department.
- (xiv) **“leave”** means any kind of leave recognized by the Civil Services Rules applicable to Haryana Government employees.
- (xv) **“leave salary”** means the monthly amount paid in lieu of pay to a Government employee while on leave.
- (xvi) **“nominee”** means the person(s) conferred upon the right to receive the amount at credit in the account of the subscriber after his death.
- (xvii) **“Pay”** means basic pay drawn monthly in the scale by the subscriber. It also includes dearness pay, special pay and personal pay.
- (xviii) **“quitting service”** means and includes retirement, dismissal, removal, resignation, retrenchment from service, disappearance, death and absorption to bodies under the control of Central/ State Government(s).
- (xix) **“subscriber”** means the member of the Fund.
- (xx) **“subsistence allowance”** means a monthly allowance paid to a Government employee under suspension who is not in receipt of pay or leave salary.
- (xxi) **“Year”** means a financial year i.e. commencing on 1st April of any year and ending on 31st March of the succeeding year.
- (2) Words and expressions used in these rules but not defined shall have the same meaning as assigned to them respectively in the Provident Funds Act, 1925 (Act XIX of 1925), as reproduced in Appendix A.

**Constitution of the fund.**

4. (1) The fund shall be maintained in India in rupees.
- (2) All sums paid into the Fund under these rules shall be credited in the books of Government to an account named “The General Provident Fund of Haryana Government employees”. Sums of which payment has



not been taken within six months after they become payable under these rules shall be transferred to "Deposits" at the end of the year and treated under the ordinary rules relating to deposits.

**Conditions of eligibility.**

5. (1) All temporary Government employees (including all probationers and all re-employed pensioners) and all permanent Government employees shall subscribe to the Fund. Probationers shall be treated as temporary Government employees for the purpose of this rule. They shall subscribe to the fund immediately on joining service after obtaining General Provident Fund account number. The subscription shall commence from the month following the month during which the General Provident Fund account number is received in the office. A subscriber, who is re-employed without break other than on contract basis shall continue to subscribe to his existing Fund account immediately after re-employment.
- (2) In the case of an employee appointed on transfer or otherwise to a post under Haryana Government from service of another State Government or from the Central Government shall subscribe to the Fund on joining the post in the Haryana Government after obtaining the General Provident Fund account number. The amount already standing to his credit in the previous employment may be transferred to the new General Provident Fund account number by his previous employer with the written consent of the employee concerned.
- (3) In the case of an employee appointed on transfer or otherwise to a post under Haryana Government from service of Boards and Corporations controlled by Haryana/other State Government or Central Government shall subscribe to the Fund on joining the post in the Haryana Government after obtaining the General Provident Fund account number. The amount already standing to his credit in the previous employment may be transferred to the new General Provident Fund account number by his previous employer with the written consent of the employee concerned.
- (4) In the case of an employee of Haryana Government is transferred/ absorbed to a post under Central Government/any other State Government or Boards and Corporations controlled by them, the amount already standing to his credit in the General Provident Fund Account of Haryana State may be transferred to the new employer with the consent of the new employer and employee concerned.
- (5) In the case of an employee of Haryana Government is absorbed to a post under Boards and Corporations controlled by Haryana State, the amount standing to his credit in the General Provident Fund account of Haryana State shall be transferred to the concerned Board and Corporation with the consent of the new employer and employee concerned.

**Allotment of General Provident Fund account number.**

6. (1) Every Government employee on joining in the Haryana State shall require to submit an application for admission to General Provident Fund in triplicate in the prescribed application form No. P.F.1 (Annexure A).
- (2) The application form as mentioned in sub-rule (1) shall accompany the nomination form in triplicate in P.F.2 (Annexure B).

- (3) The Head of Office shall forward the application along with nomination form in duplicate to the Accountant General for allotment of General Provident Fund account number and acceptance of nomination.
- (4) The Accountant General shall allot the General Provident Fund account number and also return the second copy of application form indicating General Provident Fund account number thereon along with nomination form duly accepted to the Head of Office.
- (5) The Head of Office, on receipt of the General Provident Fund account number shall record the same on the first page of the employee's service book. Necessary entry of contents of nomination shall also be recorded in the service book.

**Nomination.**

7. (1) A subscriber shall, at the time of joining the Fund, send to the Accountant General through the Head of Office, a nomination conferring on one or more persons the right to receive the amount that may stand to his credit in the Fund, in the event of his death, before that amount has become payable or having become payable, has not been paid:

Provided that if, at the time of making the nomination, the subscriber has a family, the nomination shall not be in favour of any person or persons other than the members of his family;

Provided further that a nomination made by a Muhammadan subscriber in favour of his adopted child should not be accepted, as adoption is not recognized in Muhammadan Law.

- (2) If a subscriber nominates more than one person under sub-rule (1), he shall specify in the nomination the share payable to each of the nominee in such manner as to cover the whole of the amount that may stand to his credit in the Fund at any time;
- (3) Every nomination shall be made in Form No. P.F.2 (Annexure B).
- (4) A subscriber may at any time cancel/revise a nomination by sending a notice in writing to the Accountant General, through Head of Office, keeping in view the conditions mentioned in sub-rule (1) above. The subscriber shall, along with such notice or separately, send a fresh nomination, through Head of Office, in accordance with the provisions of this rule. If the subscriber fails to furnish a fresh nomination and the General Provident Fund deposit becomes payable as a result of death of the subscriber, the payment shall be made in accordance with the rules of the Fund as if no valid nomination subsists.
- (5) A subscriber may provide in a nomination, -
  - (a) in respect of any specified nominee, that in the event of his predeceasing the subscriber, the right conferred upon that nominee shall pass on to such other person or persons as may be specified in the nomination provided that such other person or persons shall, if the subscriber has other members of his family, be such other member or members. Where the subscriber confers such a right on more than one person under this clause, he shall specify the amount or share payable to each of such persons in such a manner as to cover the whole of the amount payable to the nominee.

- (b) that the nomination shall become invalid in the event of the happening of a contingency specified therein:

Provided that if at the time of making the nomination the subscriber has no family, he shall provide in the nomination that it shall become invalid in the event of his subsequently acquiring a family:

Provided further that if at the time of making the nomination the subscriber has only one member of the family, he shall provide in the nomination that the right conferred upon the alternate nominee under clause (a) shall become invalid in the event of his subsequently acquiring other member or members in his family.

- (6) Immediately on the death of a nominee in respect of whom no special provision has been made in the nomination under clause (a) of sub-rule (5) or on the occurrence of any event by reason of which the nomination becomes invalid in pursuance of clause (b) of sub-rule (5) or the proviso thereto, the subscriber shall send to the Accountant General through his Head of Office, a notice in writing cancelling the nomination together with a fresh nomination made in accordance with the provision of this rule.
- (7) Every nomination made, and every notice of cancellation given by a subscriber shall, to the extent that it is valid, takes effect on the date on which it is received by the Head of Office.
- (8) Nomination made while in service can be revised even after retirement by the subscriber so long as the amount remains unpaid:

Provided that the revised nomination is made in accordance with the provisions of the relevant rules.

- (9) Nominee facing trial for the murder of the subscriber may be denied payment till the decision of the court. If on the conclusion of the criminal proceedings, the person concerned is acquitted of the charge of murdering or abetting in the murder of the subscriber, his share shall be paid to him. If the nominee is convicted for the murder or abetting in the murder of the subscriber, he shall stand debarred from receiving his share which shall be payable to other nominees or eligible members of the family or legal heir(s) of the subscriber, as per provisions of these rules.
- (10) The payment of Fund money in accordance with the nomination earns a valid discharge for the Government but if any court of law decrees that payment should be made to persons other than the nominee(s), before actual payment has been made to the nominee(s), the orders of the court shall be complied with.
- (11) If a subscriber dies having no family member and valid nomination then the payment shall be made to the claimant on production of succession certificate from the court of law.

**Subscriber's account.**

8. An account shall be opened in the name of each subscriber in the office of the Accountant General, in which shall be shown—

- (i) his subscriptions;

- (ii) interest, as provided by rule-12, on subscriptions;
- (iii) advances and withdrawals from the Fund; and
- (iv) recoveries of advances.

**Conditions of subscription.**

9. (1) A subscriber shall subscribe monthly to the Fund except during the period of suspension:

Provided that a subscriber may, at his option, not subscribe during leave which either does not carry any leave salary or carries leave salary equal to or less than half pay:

Provided further that a subscriber on reinstatement with full pay and allowances after a period passed under suspension shall be required to pay the arrear of subscription in one instalment from his arrears.

- (2) The subscriber shall intimate to his Head of Office regarding his election not to subscribe during the leave referred to in the first proviso of sub-rule (1). Failure to make due and timely intimation shall be deemed to constitute an election to subscribe.
- (3) The option of a subscriber intimated under sub-rule (2) above shall be final.
- (4) When a subscriber is transferred to foreign service or sent on deputation within India or out of India, he shall remain subject to the rules of the Fund in the same manner as if he were not so transferred or sent on deputation.
- (5) If any subscriber, who is transferred from one establishment to another establishment within the State he shall continue to subscribe to the same General Provident Fund account number.
- (6) The subscription to Fund shall be stopped six months prior to retirement on superannuation.

**Rates of subscription.**

10. (1) The amount of subscription shall be fixed each year by the subscriber himself, subject to the following conditions:-

- (a) it shall be expressed in whole rupees;
- (b) it may be any sum, so expressed not less than 8% of his pay, leave salary equal to full pay and not more than his pay, leave salary equal to full pay.

- (2) The subscription as mentioned in sub-rule (1) will be fixed by the subscriber and intimated to the Head of Office by taking into consideration the following conditions:-

- (a) in the case of a subscriber who was in Government service on the 31st March of the preceding year, the pay, leave salary equal to full pay on that day;
- (b) if the subscriber was on leave other than on full pay on the said date and elected not to subscribe during such leave or was under suspension on the said date, his pay shall be the pay to which he was entitled on the first day after his return to duty;

- (c) if the subscriber was on deputation out of India on the said date, his pay shall be the pay to which he would have been entitled had he been on duty in India;
- (d) if the subscriber who was not in Government service on the 31st March of the preceding year, the pay to which he is entitled on the day he joins the Fund;
- (e) if the subscriber joined the Fund for the first time, his pay shall be the pay to which he was entitled on the date of joining the Fund;
- (f) if the subscriber was on foreign service on the 31st March of the preceding year, by the amount credited by him into the treasury on account of subscription for the month of April in the current year.

(3) The amount of subscription so fixed shall not be varied due to increase or decrease in pay during the financial year subject to the condition that the subscriber will be at liberty to —

- (a) reduce the subscription once at any time during the course of the year;
- (b) enhance the subscription twice during the course of the year:

Provided that when the amount of subscription is increased, it shall not be more than the pay or leave salary on full pay and when it is reduced, it shall not be less than the minimum subscription prescribed in sub-rule (1).

- (4) If the subscriber is on duty for part of a month and on leave other than on full pay for the remainder of that month then the subscription shall not be made for that month.
- (5) If a subscriber dies during the course of a month, no subscription shall be made for that month.

**Realisation of subscription.**

- 11. (1) When pay of the subscriber is drawn from a Government treasury in India, recovery of subscription shall be made from his pay bills.
- (2) In the case of a subscriber on foreign service to a body corporate, owned or controlled by Central or State Government, the subscription shall be recovered and forwarded to the Accountant General by such body through Demand Draft or Treasury Challan.

**Interest.**

- 12. (1) Subject to the provisions of sub-rule (6), Government shall pay to the credit of the account of a subscriber interest at such rate as may be determined for each year according to the method prescribed from time to time by the Government.
- (2) Interest shall be credited with effect from the last day in each year in the following manner:-
  - (i) on the amount at the credit of a subscriber on the last day of the preceding year, less any sums withdrawn during the current year = interest for twelve months;
  - (ii) on sums withdrawn during the current year = interest from the beginning of the current year upto the last day of the month preceding the month of withdrawal;

- (iii) on all sums credited to subscriber's account after the last day of the preceding year = interest from the date of deposit up to the end of the current year;
- (iv) the total amount of interest shall be rounded to the nearest whole rupee, 50 paise counting as the next higher rupee.

An illustration in this regard is given at Annexure 'J' for ready reference.

- (3) When the amount standing at the credit of subscriber has become payable, interest shall thereupon be credited under sub-rule (2) from the beginning of the current year upto the date on which the amount standing at the credit of the subscriber became payable.
- (4) The date of deposit shall, in the case of a recovery from pay, be deemed to be the first day of the month in which it is recovered and in the case of an amount forwarded by the subscriber/borrowing agency shall be deemed to be the first day of the month of receipt, if it is deposited in the Treasury or received by the Accountant General upto the tenth day of that month, but if it is received after the tenth day of that month then the first day of the succeeding month:

Provided that when the amount standing to the credit of a subscriber has become payable, interest shall thereupon be credited under this rule in respect only of the period from the beginning of the current year or from the date of deposit, as the case may be, up to the date on which the amount standing to the credit of the subscriber became payable:

Provided further that in the case of an amount forwarded to the Accountant General of a subscriber on deputation by such body, the date of deposit shall be deemed to be the first day of the month, if it is received by the Accountant General upto the 10th of that month:

Provided further that where the pay for a month is drawn and disbursed on the last working day of the same month, the date of deposit shall, in the case of recovery of his subscription, be deemed to be the first day of the succeeding month.

Provided further that the lump sum subscription recovered from a subscriber on his reinstatement with full pay and allowances, after a period passed under suspension, will be treated the subscription of the month in which it has been deposited in Treasury.

- (5) Payment of interest on the fund balance upto the period of six months after the month of quitting service may be made by the Accountant General. For this purpose the period of six months should be counted after excluding the immediately succeeding month i.e. to say, when a subscriber's last day of quitting service is in the month of May, the period of six months should be computed from July to December and not from June to November. The interest shall be allowed upto the preceding month if the authority is issued upto 15th of the month and the interest shall also be payable for that month in case the authority is issued after 15th and the same shall be made payable on or after the first of the succeeding month. The interest beyond a period of six

months shall be authorized as under:-

- (a) The Administrative Department upto a period of two years after fully satisfying that the delay in payment was occasioned by the circumstances beyond the control of the subscriber or the person to whom such payment was to be made and in every such case the administrative delay involved in the matter shall be fully investigated by an officer not below the rank of Group A and action, if any required, be taken.
  - (b) The Finance Department upto any period after fully satisfying that the delay in payment was occasioned by the circumstances beyond the control of the subscriber or the person to whom such payment was to be made and in every such case the administrative delay involved in the matter shall be fully investigated by an officer not below the rank of Group A and action, if any required, be taken.
  - (c) However, if a Court orders that the interest be paid to the subscriber for the delayed period of payment and the court orders have attained finality or it has been opined by the competent legal authority that the case is not fit for appeal, the payment of interest may, after recording the reasons in writing, be made to the subscriber and action, if any required, taken as per clauses (a) and (b) of this sub-rule to avoid further accumulation and payment of interest.
- (6) Interest shall not be credited to the account of a subscriber if he informs the Accountant General through his Head of Office that he does not wish to receive it; but if he subsequently asks for interest, it shall be credited with effect from the first day of the year in which he asks for it.
  - (7) In case a subscriber is found to have drawn from the Fund an amount in excess of the amount standing to his credit on the date of the drawal, the overdrawn amount, irrespective of whether the over drawal occurred in the course of an advance or a withdrawal or the final payment from the Fund, shall be repaid by him with interest thereon in lump sum and in default, be ordered to be recovered, by deduction in lump sum, from the pay of the subscriber. If the total amount to be recovered is more than half of the subscriber's pay, recoveries shall be made in monthly instalments not exceeding 1/3rd of his pay till the entire amount together with interest is recovered. The overdrawn amount along with interest in the case of final payment shall be recovered from the pending dues of the employee, gratuity or leave encashment, if unpaid, otherwise consent of the retiree may be obtained for recovery from his pension. If the consent is not given by the retiree then recovery shall be effected through the court of law, if necessary. The rate of interest to be charged for this sub-rule on overdrawn amount would be 2½% over and above the normal rate of interest admissible on General Provident Fund amount for the relevant year(s). The interest realized on the overdrawn amount shall be credited to Government account, under distinct sub-head "Interest on over drawals from Fund", under the Head, "0049-Interest Receipt of State Government-800-other Receipts." Besides responsibility should be fixed and action taken against the erring officials certifying excess amount in General Provident Fund subscription etc. However, if the General Provident Fund statement issued by the

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Accountant General shows excess amount in the credit of the Government employee, the matter may be brought to the notice of Accountant General by concerned department .

- (8) When a subscriber is dismissed/removed from the service of Government but has appealed against his dismissal/removal, the balance at his credit in the Fund shall not be paid to him until final orders confirming the decision are passed on his appeal. Interest shall, however, be paid upto the preceding month in which such orders have been passed but the date of quitting the service shall be reckoned, the day on which the final orders are passed.
- (9) No interest shall be allowed on the amount recovered on account of the subscriptions to the Fund in excess of the maximum limit prescribed in these rules.
- (10) In respect of persons found absconding/disappearing leaving the family, the family may be paid interest upto six months succeeding the month in which a report has been obtained by the family from the Police Department that the employee has not been traced after all efforts made by the Police:

Provided that the family/nominee submits application in the prescribed form for final payment of General Provident Fund amount within one month from the date of receipt of the said report from the Police Department. If the family/nominee does not submit the application within one month or submit incomplete application in any respect then the family/nominee shall not be entitled to the interest for the delayed period (the fraction of a month shall be construed as full month) of submission of application for final payment.

- (11) When a subscriber retires on the last day of a month, the period of six months should be counted after excluding the immediately succeeding month, i.e. to say, for instance, when a subscriber's last day of service is the 31st of May, the period of six months should be computed from July to December and not from June to November.
- (12) In the case of subscriber, who dies in the forenoon on the last day of a month before retirement, he should be deemed to have quit the service the following day as according to financial rules the pay and allowance can be drawn for the day of the Government employee's death even though he may have died in the forenoon of that day. Therefore, in all such cases the period of six months should be reckoned from the second month following the month in which the subscriber dies:

Provided that the family/nominee submits application in the prescribed form for final payment of General Provident Fund amount within one month from the date of the death of the Government employee. If the family/nominee does not submit the application within one month or submit incomplete application in any respect then the family/nominee shall not be entitled to the interest for the delayed period (the fraction of a month shall be construed as full month) of submission of application for final payment.

- (13) In case of quitting service, the final General Provident Fund balance of



the subscriber along with interest is to be paid in accordance with the provisions of sub-rule (5) of this rule but the subscriber shall have to apply for final payment in the prescribed form within one month of quitting service. The final payment shall be made to the subscriber within two months from the date of submission of application complete in all respects to the Accountant General and the interest shall be admissible upto the preceding month in which the final payment is made. If the subscriber does not submit the application within one month from the date of quitting service or submit incomplete application then he will not be entitled to the interest for the delayed period (the fraction of month shall be construed as full month) of submission of application for final payment.

- (14) In case of retirement on superannuation or other than on superannuation, the final General Provident Fund balance of the subscriber is to be paid in accordance with the provisions of sub-rule (5) of this rule but the subscriber shall have to apply for the final payment in the prescribed form within one month from the date of retirement. The final payment shall be made to the subscriber within two months from the date of submission of application complete in all respects to the Accountant General and the interest shall be admissible upto the preceding month in which the final payment is made. If the subscriber does not submit the application within one month from the date of retirement or submit incomplete application in any respect then he will not be entitled to the interest for the delayed period (the fraction of month shall be construed as full month) of submission of application for final payment. These provisions will also apply to the subscriber retiring on superannuation, who applies for the final payment after the date of retirement.

**General principles for the grant of advance.**

13. (1) The Fund is designed solely for the protection of a subscriber's family against his sudden death, or, if he survives until retirement, to provide both him and the family with additional resources in old age. Anything, which interferes with a subscriber's normal accumulations, detracts from these purposes and tends to defeat the true object of the fund. Rule 15 merely permits an advance and wholly exceptional departure from the real purposes of the scheme, and unless it is strictly interpreted, there is a danger that subscribers will come to regard the Fund as an ordinary banking account, the existence of which absolves them from the necessity of providing for the normal incidents of life with the prudence which a private individual would exercise. The inevitable result, if this tendency is countenanced, will be to discourage thrift, and to leave the subscriber with a depleted account at the time when it ought to be most helpful to him or his family. Sanctioning authorities ought, therefore, to have no hesitation in resisting any attempt to use the Fund as a cheap loan account, and in enforcing the altogether exceptional character of rule 15 as a provision to meet urgent needs which would not ordinarily have been anticipated. Every prudent married man, for example, should be prepared to meet a certain demand upon his resources on account of doctor's bills, and it is only when the burden is exceptionally prolonged, or the necessity usually grave and sudden, that he ought to think of making use of the Fund for this object.

- (2) For the same reasons, a careful scrutiny should be applied to requests for advance on account of betrothal, marriage or funeral expenses. Even where ceremonial expenditure is by religious custom obligatory, its extent should nevertheless be limited by the resources of the family, and no subscriber should be enabled to enhance such expenditure on the strength of deposits in the fund. An advance from the Fund can legitimately be made for obligatory ceremonial expenditure where no other resources exist but not in order to raise such expenditure to a more pretentious scale.
- (3) All sanctioning authorities, while sanctioning advance from Fund shall take into consideration the date of retirement of subscriber and fix the number of instalments, in such a manner that it is possible to recover the entire amount of the advance before six months of actual retirement. No advance shall be sanctioned in the remaining period of six months of retirement.

***Drawal from fund.***

14. Drawal from Fund may be admissible in the shape of advances, withdrawals and final payment explained as under:-

- (i) **“advance”** means the amount sanctioned to a subscriber as a refundable advance for any of the purposes mentioned in rule 15 and as per conditions mentioned in rule 16 and the amount so advanced to be refunded in monthly instalments as fixed by the sanctioning authority.
- (ii) **“withdrawal”** means the amount sanctioned to a subscriber as non-refundable advance for any of the purposes mentioned in rule 18 and as per conditions mentioned in rule 19 to rule 23. The amount so sanctioned is not required to be refunded by the subscriber.
- (iii) **“final payment”** means the amount finally payable to a subscriber as a final settlement of accumulations standing in the accounts of the subscriber as mentioned in rule 24 i.e. on quitting service, on retirement or on death while in service or disappearance.

***Purposes for grant of advance.***

15. The Head of Office is appropriate sanctioning authority as shown in Annexure I to sanction the advance for the following purposes :-

- (1) to pay expenses in connection with the illness, confinement or a disability, including where necessary, the travelling expenses of the subscriber and members of his family or any person actually dependent on him;
- (2) to meet the cost of higher education including where necessary, the travelling expenses of the subscriber and member of his family or any person actually dependent on him in the following cases:-
  - (a) for education outside India for academic, technical, professional or vocational course beyond the High School stage; and
  - (b) for any medical, engineering or other technical or specialized course in India beyond the High School stage, provided that the course of study is not less than two years;
  - (c) for attending coaching courses conducted by Government or by an approved institute for entry into professional courses, administrative

or defence services in Government of India or in any State Government.

- (3) to pay obligatory expenses on a scale appropriate to the subscriber's status which by customary usage, the subscriber has to incur once in life in connection with betrothal, marriages, funerals or other ceremonies of the members of his family or any person actually dependent on him. The marriage also includes self marriage of the subscriber; and shall not include any personal religious ceremonies performed occasionally such as Jagran, Akhand paath, Ramayana Paath, Birthday and Marriage anniversary etc.
- (4) to meet the cost of legal proceedings instituted by or against the subscriber, any member of his family or any person actually dependent on him;
- (5) to meet the cost of the subscriber's defence where he engages a legal practitioner to defend himself in an enquiry in respect of any alleged official misconduct on his part;
- (6) to purchase house-hold items such as television, video cassette recorder/video cassette player, washing machines, cooking range, geysers, solar heater, solar energy generation set, invertors and computers etc.

**Conditions for sanction of advance.**

16. (1) The subscriber may be sanctioned an amount not exceeding six months pay or 50% of credit in the Fund, whichever is less, for the purposes mentioned at clauses (1) to (5) and six months of pay or 50% of credit in the Fund or actual cost of items not exceeding Rs. 20,000/-, whichever is least, for the purpose mentioned at clause (6) in rule 15.
- (2) The subscriber shall be sanctioned only one advance at a time, from the Fund, for any of the purposes as given in rule-15.
- (3) In case the first advance has not been availed of to the extent of permissible limits, the second advance may be granted after the expiry of a period of six months from the date of withdrawal of first advance by the same sanctioning authority to the extent of difference of amount of admissibility and sanction of first advance.
- (4) Further advance shall not be granted unless and until repayment of the last instalment of any previous advance is effected.
- (5) All persons on deputation/foreign service from or to State Government Departments shall continue to be governed by the rules of their respective parent department during the period of deputation. Therefore, the respective parent department will be the sanctioning authority for the grant of advance under this rule.
- (6) The advance shall not be admissible to the subscriber simultaneously for the same purpose for which he has obtained withdrawal under rule 18.
- (7) The subscriber may be granted advance from the Fund even after incurring of expenditure, if he applies for grant of advance within a reasonable time of two months.

- (8) The advance may be sanctioned to a Government employee under suspension or on extraordinary leave. The admissibility of amount of advance shall be calculated on the basis of pay, the Government employee was drawing immediately before suspension/extraordinary leave.
- (9) The advance for education purpose will be admissible to the subscriber for approved institutions or institutions run by the State Government including Government of India or any other State Government/Union Territory for the approved courses as mentioned in Appendix B.
- (10) The advance shall not be sanctioned for the marriage of child/children before their attaining the age of 21 years in the case of son and 18 years in the case of daughter or any other female dependent.
- (11) The advance shall not be sanctioned to the subscriber for the purpose mentioned in clause (4) of rule 15, who institutes legal proceedings against the Government in any court of law.
- (12) The subscriber, who has submitted the application for final withdrawal and the same has been forwarded to Accountant General and further applies for any advance from the Fund for the purposes mentioned in clauses (1) to (6) of rule 15, shall be sanctioned advance only on receipt of prior concurrence from the Accountant General, who will arrange the same, as soon as possible.
- (13) The subscriber shall utilize the advance within one month and also submit the utilization certificate accordingly. In case of non-submission of utilization certificate or misutilization of advance, action shall be taken as per provisions of rule 26.
- (14) The advance in the case of Head of Office shall be sanctioned by the next higher authority.

***Recovery of advance(s).***

17. (1) An advance shall be recovered from the subscriber in such number of equal monthly instalments as the sanctioning authority may direct, but such number shall not be less than twelve and more than thirty-six. However, the subscriber may opt for recovery of advance in less than twelve instalments. The sanctioning authority may fix the number of instalments in such a manner that the advance is fully recovered six months prior to the date of retirement of the subscriber.
- (2) Recovery shall commence from the month following the month in which the advance was drawn and the same will be credited in the subscriber's account. The subscriber may at his option repay more than one instalment in a month.
- (3) Recovery shall not be made except with the subscriber's written consent while he is in receipt of subsistence allowance. However, the same may be recovered in lump sum from his arrears on his reinstatement, if he is paid full pay and allowances.
- (4) The recovery shall not be made from the subscriber, if he is on leave which either does not carry any leave salary or carries leave salary equal to or less than half pay. However, the recoveries can be made with the consent of the subscriber.

- (5) If the second advance has been granted to a subscriber under sub-rule (3) of rule 16, the same should be treated separately for the purpose of recovery.

**Purposes for withdrawal.**

18. Except as otherwise provided, the Head of Department is the appropriate sanctioning authority to sanction the withdrawal for the following purposes:-

- (1) building or acquiring a suitable house or built-up flat for the residence of the subscriber including the cost of the site or any payment towards allotment of a plot or flat by Housing Board, a House Building Society and any Development Agency approved by the State Government or Government of India or any other State Government/Union Territory ;
- (2) acquiring a built-up house/flat for residential purposes from open market through authorized agents;
- (3) repaying an outstanding amount on account of loan expressly taken for building or acquiring a suitable house or built-up flat for the residence of the subscriber ;
- (4) purchasing a house-site for building a house thereon for the residence of the subscriber or repaying any outstanding amount on account of loan expressly taken by the subscriber for this purpose;
- (5) reconstructing or making additions or alterations to a house or a flat already owned or acquired by a subscriber ;
- (6) renovating, additions or alterations or upkeep of the ancestral house or a house built with the assistance or loan from Government ;
- (7) for acquiring or building commercial/industrial establishment or establishing business for settlement of unemployed children ;
- (8) meeting the cost of higher education of any child of the subscriber ;
- (9) meeting the expenditure in connection with the marriage of the subscriber's daughter(s) or any other female relation actually dependent on the subscriber ;
- (10) meeting the expenditure in connection with the marriage of subscriber's son(s);
- (11) meeting the expenditure in connection with self marriage of subscriber;
- (12) to purchase motor vehicle(s) i.e. Motor car and Motor cycle or scooter or moped ;
- (13) 90% withdrawal within one year before retirement on superannuation.

**NOTE.—** The subscriber, who has submitted the application for final withdrawal and the same has been forwarded to Accountant General and further applies for any withdrawal from the Fund for the purposes mentioned in clauses (1) to (13), shall be sanctioned withdrawal only on receipt of prior concurrence from the Accountant General, who will arrange the same, as soon as possible.

**Conditions for withdrawal for house building.**

19. (1) The application complete in all respects shall be submitted to the Head of Department keeping in view the conditions prescribed against each withdrawal from the Fund for the purposes mentioned in clauses (1) to (7) of rule 18.

However, only one withdrawal shall be allowed for the same purpose during entire service career. The objects as mentioned in clauses (1) to (4) of rule 18 shall be treated as the same purpose for which withdrawal can be allowed upto 90% at the credit of subscriber or actual cost including registration charges, whichever is less, after completion of five years of regular service.

- (2) While forwarding the proposal for sanctioning withdrawal from the Fund for any of the purposes mentioned in clauses (1) to (7) of rule 18, it shall be ensured that –
- (i) the subscriber has completed five years of regular service;
  - (ii) the advance has been applied for the construction of a house on a plot of land already owned or acquired, the subscriber has undisputed title of ownership individually or jointly with his/her wife/husband to the land on which the house is to be constructed; or if the plot on which the house is to be constructed, is on lease, the terms of lease should be such as may entitle him/her to the grant of house building advance;
  - (iii) in case of purchase of built up house from the open market, it should be free from all encumbrances;
  - (iv) if the withdrawal has been applied for:-
    - (a) making additions and alterations to a house already owned or acquired; or
    - (b) repaying any outstanding amount of loan expressly taken for the purchase or reconstruction of a house or making additions and alterations to a house already owned or acquired, the subscriber has undisputed title to the land and/or house already owned or acquired, as the case may be, either individually or jointly with his/her wife/husband;
  - (v) where a subscriber has to pay in instalments for a site or a house or flat purchased, or a flat constructed through the Development Authorities, State Housing Board or a house building society approved by the State, he shall be permitted to make a withdrawal as and when he is called upon to make a payment in any number of instalments subject to the condition that the total amount of the advance does not exceed 90% of the amount standing to the credit of the subscriber in the Fund at the time of sanction of first instalment;
  - (vi) if the house is to be constructed/reconstructed within the municipal limits of a city/town or any urban estate, the subscriber should also be required to produce attested copies of site plan along with estimates duly certified by architect(s) and if house is to be built in rural areas, the revenue authority will certify that the subscriber has undisputed title to the land/property and the same falls within 'Lal Dora' of the village. However, the subscriber will give the estimates along with site-plan duly certified by architect or approved building contractor or civil engineer ;
  - (vii) a subscriber who has been permitted to withdraw money from the

Fund, shall satisfy the sanctioning authority within a period of six months from the date of withdrawal that the money has been utilized for the purpose for which it was withdrawn and if he fails to do so, the whole of the sum so withdrawn shall forthwith be repaid in lump sum and in default of such refund, it shall be ordered by the sanctioning authority to recover the same from his pay either in lump sum or in such number of monthly instalments, as may be determined by the sanctioning authority:

Provided that before repayment of a withdrawal is enforced under this sub-rule, the subscriber shall be given an opportunity to explain in writing within thirty days of the receipt of the communication why the repayment shall not be enforced; and if the sanctioning authority is not satisfied with the explanation or no explanation is submitted by the subscriber within the said period of thirty days, the sanctioning authority shall enforce the repayment and the subscriber shall also be debarred for five years as per provision of rule 26 for any type of withdrawal under clauses (1) to (7) of rule 18;

- (viii) for the purpose as given in clause (5) of rule 18, the withdrawal to the extent of 50% at the credit of the subscriber or estimated cost, whichever is less, shall be allowed to the subscriber after five years of the sanction of first withdrawal;
- (ix) for the purpose as given in clause (6) of rule 18, the withdrawal to the extent of 50% at the credit of the subscriber or estimated cost, whichever is less, shall be allowed to the subscriber after five years of service for upkeep of ancestral house in which the subscriber has the specific share and after ten years of first withdrawal under clause (viii) of this sub-rule;
- (x) the subscriber shall also be allowed a fresh withdrawal for the purposes mentioned in clauses (1) to (4) of rule 18 even if he had previously taken withdrawal from General Provident Fund or loan from Government for the said purposes and intends to dispose off/disposed off the said built up house/flat/plot. The admissibility for fresh withdrawal shall be determined on the basis of total amount at the credit of the subscriber including the amount already withdrawn minus 10% of the amount so derived and the amount already taken on an earlier occasion as withdrawal from the current available balance in the General Provident Fund:

Provided that the cost of the plot and the construction of house thereon or flat or built up house to be purchased is more than the sale proceeds of plot/flat/built up house including the withdrawal now required. The cost price also includes registration charges. The purchase on power of attorney shall not be considered for this purpose;

The amount of admissibility for fresh withdrawal shall be calculated as under:-

**ILLUSTRATION:** Mr. "X" had already taken withdrawal from General Provident Fund amounting to Rs. 2 lac for the purchase of built up house/flat/plot. The

present balance at the credit of the subscriber is Rs. 6 lac. Now he has applied for fresh withdrawal amounting to Rs. 3 lac for the purchase of another built up house/flat/plot at a cost of Rs. 6 lac after the disposal of earlier one at a cost of Rs. 3 lac.

	(Amount in Rs.)
1. Withdrawal taken earlier	2.00 lac
2. Credit in General Provident Fund (presently)	6.00 lac
3. Total (1+2)	8.00 lac
4. 10% of Col. 3	0.80 lac
5. Withdrawal admissible (Col. 2 minus Col. 4)	5.20 lac
6. Deduct withdrawal already taken (Col. 1)	2.00 lac
7. Withdrawal now admissible (Col. 5 minus Col. 6)	3.20 lac

Mr. "X" can be sanctioned upto Rs. 3,20,000/- for the purposes mentioned in clauses (i) to (iv) of sub-rule (2).

(xi) for the purpose as given in clause (7) of rule 18, the withdrawal to the extent of 50% at the credit of the subscriber shall be allowed for each child after completion of five years of regular service. The withdrawal shall be permissible only if the unemployed children including unmarried daughter have attained the age of eighteen years;

(xii) a subscriber who has been permitted under clauses (1) to (7) of rule 18 to withdraw money from the amount standing to his credit in the Fund, shall not part with the possession of the house built or acquired or house-site purchased with the money so withdrawn, whether by way of sale, mortgage (other than mortgage to the Governor), gift, exchange or otherwise, without the previous permission of the competent authority:

Provided that such permission shall not be necessary for —

(a) the house or house-site being leased for any term not exceeding three years; or

(b) its being mortgaged in favour of a Housing Board, Nationalized Banks, the Life Insurance Corporations or any other Corporation owned or controlled by the State Government including Government of India or any other State Government/Union Territory which advances loans for the construction of a new house or for making additions or alterations to an existing house or purchase of plot;

(xiii) the total withdrawal from the Fund including house-building advance taken from the Government shall not exceed Rs. 18 lac or as decided by the State Government from time to time for house building advance;

(xiv) the withdrawal in the case of Head of Department shall be sanctioned by the next higher authority.

**Conditions for withdrawal for higher education.**

20. The withdrawal under clause (8) of rule 18 shall be permitted to the extent of 75% of the amount at the credit of the subscriber or the actual amount required as per certificate from the concerned Institution, whichever is less, for each child for initial admission and 50% of the amount at the credit of the



subscriber or actual amount required by the institution, whichever is less, for each child for subsequent academic years subject to the following conditions:-

- (i) for education outside India for academic, technical, professional or vocational course beyond the High School stage; and for medical, engineering and other technical or specialised courses in India beyond the High School stage; provided that the course of study is not less than two years duration;
- (ii) the withdrawal will be admissible in respect of courses approved by Government from time to time. The detail of approved courses is given in Appendix B;
- (iii) in case where payments are to be made on semester basis for subsequent years, the subscriber shall be allowed withdrawal twice in a year not exceeding of 25% of the amount standing at his credit or the estimated expenditure involved as certified by the concerned institution, whichever is less;
- (iv) the subscriber shall utilize the withdrawal within one month and also submit the utilization certificate accordingly;
- (v) any amount withdrawn from the Fund, which is found to be in excess of that actually required by the subscriber for the purpose, shall be repaid forthwith into the Fund;
- (vi) the withdrawal in the case of Head of Department shall be sanctioned by the next higher authority.

**Conditions for withdrawal for marriage.**

21. The withdrawal under clauses (9), (10) and (11) of rule 18 shall be permitted to the extent of 75% of the amount at the credit of the subscriber for the marriage of each daughter or any other female relation actually dependent on the subscriber; for each son of the subscriber and for self marriage of the subscriber subject to the following conditions:-

- (i) the age of the daughter or any other female dependent should not be less than 18 years and 21 years in the case of son. Necessary proof of age will be required to be given by the subscriber while applying advance for marriage of daughter/female dependent and son. The age of subscriber shall not be less than 18 years in the case of female and 21 years in the case of male for the purpose of self marriage;
- (ii) if two or more marriages are to be celebrated simultaneously, the amount admissible in respect of each marriage shall be determined as if the advances are sanctioned separately one after the other;
- (iii) in respect of the same marriage a subscriber may either withdraw the money under this rule or under rule 15;
- (iv) a subscriber who draws an advance under rule 15 may convert, at his discretion by written request addressed to the Head of office, the outstanding balance into a final withdrawal from the competent authority on his satisfying the conditions laid down in this rule;
- (v) the withdrawal may be allowed to a subscriber not earlier than three months preceding the month in which the marriage actually takes place;
- (vi) the subscriber shall furnish a certificate to the sanctioning authority

within a period of one month from the date of marriage, or if he is on leave, within one month on return from leave that the money withdrawn had actually been utilized for the purpose for which it was intended. If the subscriber fails to furnish the requisite certificate or if the amount withdrawn is utilized for a purpose other than that for which sanction was given, the entire amount shall be repaid forthwith into the Fund in lump sum by the subscriber, and, if he fails to do so, it shall be ordered by the sanctioning authority to be recovered from his pay either in a lump sum or in such number of monthly instalments, as may be determined by such authority;

- (vii) the betrothal ceremony and marriage ceremony should be treated separately. The subscriber shall be permitted withdrawal from the Fund for the purpose of marriage though he had availed of advance under rule 15 for betrothal ceremony;
- (viii) the withdrawal in the case of Head of Department shall be sanctioned by the next higher authority.

**Conditions for withdrawal for purchase of motor vehicle(s).**

22. The withdrawal for the purchase of vehicle i.e. a motor car and motor cycle or scooter or moped, under clause (12) of rule 18 shall be allowed to the extent of 50% of the amount at the credit of the subscriber or the cost of the vehicle, whichever is less, subject to the following conditions:-

- (i) the pay of a subscriber should be Rs. 9750/- per mensem or more as decided by the Government from time to time in the case of withdrawal for the purchase of motor car. There is no condition of minimum pay for withdrawal for purchase of motorcycle or scooter or moped;
- (ii) the subscriber should have minimum 5 years regular service at his credit;
- (iii) the subscriber may be sanctioned withdrawal for the purchase of motor car and motorcycle or scooter or moped only once in service career;
- (iv) the subscriber may be sanctioned withdrawal from the Fund to the extent of difference of the cost of vehicle and the amount of loan taken from the Government for the same purpose;
- (v) the subscriber may also be allowed withdrawal from the Fund for repaying any loan expressly taken from the Government or Bank for the purposes mentioned in clause (12) of rule 18;
- (vi) the withdrawal in the case of Head of Department shall be sanctioned by the next higher authority.

**Conditions for 90% withdrawal before retirement on superannuation.**

23. (1) The withdrawal under clause (13) of rule 18 shall be allowed to the subscriber within one year before the date of retirement on superannuation to the extent of 90% of the amount at the credit of the subscriber in the Fund without assigning any reason or purpose.

- (2) The withdrawal in the case of Head of Department shall be sanctioned by the next higher authority.

**Final payment of accumulation.**

24. The accumulation of the subscriber in the Fund shall become finally payable in the event of his quitting service; on his retirement; on his death while

in service, as per conditions given as under:-

**(1) ON QUITTING SERVICE.—**

- (i) When a subscriber quits the service, the amount standing to his credit in the Fund shall become payable to him.
- (ii) In case a subscriber, who has been dismissed/removed from the service and is subsequently reinstated in the service shall repay any amount paid to him from the Fund along with interest thereon at the rate prescribed in rule 12. The amount so repaid shall be credited to his account in the Fund.
- (iii) When a subscriber quits the service from one department for taking appointment in another department under Haryana Government, it shall not be treated as quitting of the service.
- (iv) The retrenchment of the subscriber shall amount to quitting of service.

**(2) ON RETIREMENT.—**

When a subscriber has been retired on superannuation or otherwise or permitted to retire, the amount standing to the credit of a subscriber shall become payable. The Accountant General shall authorize payment of that portion of the amount standing to the credit of a subscriber, in regard to which there is no dispute or doubt, before fifteen days of the retirement of the employee on superannuation and within three months in other cases, the balance be released as soon as possible.

**(3) ON DEATH OR DISAPPEARANCE.—**

- (i) When a subscriber dies while in service, the amount standing to his credit in the Fund shall become payable to the members of his family/nominee(s).
- (ii) When a subscriber disappears/absconds and his whereabouts are not known, the amount standing to his credit in the Fund shall become payable to the members of his/her family/nominee(s), after receipt of report of police that the employee is not traceable.

**(4) WHEN THE SUBSCRIBER LEAVES A FAMILY.—**

- (i) If a nomination made by the subscriber in accordance with the provisions of rule 7 in favour of a member or members of his family subsists, the amount standing to his credit in the Fund or the part thereof to which the nomination relates, shall become payable to his nominee or nominees in the proportion specified in the nomination.
- (ii) If no such nomination in favour of a member or members of the family of the subscriber subsists, or if such nomination relates only to a part of the amount standing to his credit in the Fund, the whole amount or the part thereof to which the nomination does not relate, as the case may be, shall, notwithstanding any nomination purporting to be in favour of any person or persons other than a

member or members of his family, become payable to the members of his family in equal shares:

Provided that the widow or widows and the child or children of a deceased son shall divide between them in equal parts only the share which that son would have received, If he had survived the subscriber.

**(5) WHEN THE SUBSCRIBER LEAVES NO FAMILY.—**

When the subscriber leaves no family, if a nomination made by him in accordance with the provisions of rule 7 in favour of any person or persons subsists, the amount standing to his credit in the Fund or the part thereof to which the nomination relates, shall become payable to his nominee or nominees in the proportion specified in the nomination. In case if a subscriber dies having no family member and valid nomination then the payment shall be made to the claimant(s) on production of succession certificate from the court of law.

**(6) STATUS OF POSTHUMOUS CHILD.—**

Subscriber's posthumous child is a member of his family at the time of his death and if born alive, should be treated in the same way as surviving child born before the subscriber's death. If the existence of an unborn posthumous child is brought to the notice of the Disbursing Officer, the amount which will be due to the child in the event of its being born alive should be retained and the balance be distributed in the normal way. If the child is born alive, payment of the amount retained should be made as in the case of minor child; but if no child is born, the amount retained should be distributed among the family in accordance with the ordinary rules.

**(7) WHEN A SUBSCRIBER DISAPPEARS/ABSCONDS AND HIS WHEREABOUTS ARE NOT KNOWN.—**

When any employee disappears leaving his family, the family can be paid in the first instance the amount of General Provident Fund having regard to the nomination by the employee after observing the following formalities:-

- (i) the family must lodge a report with the concerned police station and obtain a report that the employee has not been traced after all efforts made by the police;
- (ii) an Indemnity bond should be taken from the nominee/ dependents of the employee that all payments will be adjusted against the payments due to the employee in case he appears on the scene and makes any claim;
- (iii) the family shall not be allowed any payment which is facing trial for the murder of the Government employee till the court's decision.

***Manner of payment.***

25. The payment from the Fund can be drawn by taking advance under rule 15, withdrawals under rule 18 and final payment under rule 24 in the following manner:-

**(1) ADVANCE.—**

Advance from the Fund can be obtained for the purposes mentioned in rule 15 subject to the conditions prescribed in rule 16 in Form No. P.F.-3 (Annexure C). The competent authority shall issue a sanction in the proforma No. P.F.-7 (Annexure G) for drawal of the advance as per admissibility to the subscriber, a copy of which shall also be endorsed to the Accountant General, Haryana. The competent authority shall categorically mention the number of instalments in which the advance is to be recovered. The amount from the Fund shall be drawn from the Treasury/Sub-Treasury as per their jurisdiction and the same will be disbursed to the subscriber. It shall be the responsibility of the Head of Office to recover the advanced amount as per sanction of the advance. The Accountant General, Haryana will deduct the withdrawal from the Fund as per procedure followed in his office.

**(2) WITHDRAWAL.—**

Withdrawal from the Fund can be obtained for the purposes mentioned in rule 18 subject to the conditions prescribed in rules 19, 20, 21, 22 and 23 in Form No. P.F.-4 (Annexure D). The subscriber shall apply to the Head of Office for any of the intended withdrawals, in the prescribed Form in duplicate. The Head of Office after scrutinizing the application shall forward one copy of the same along with the supporting documents to the Head of Department, if he has not been delegated the powers of Head of the Department as mentioned in Annexure I to these rules. The Head of Department shall issue sanction in Form No. P.F.-8 (Annexure H) for the withdrawal from the Fund after satisfying the conditions and admissibility of the withdrawal, a copy of which shall also be endorsed to the concerned Head of Office and Accountant General, Haryana. The amount from the Fund shall be drawn by the Head of Office from the Treasury/Sub-Treasury as per their jurisdiction and the same will be disbursed to the subscriber. In case the withdrawal pertains to a subscriber working in the office of Head of Department, the withdrawal shall be made by that office. The Accountant General, Haryana shall keep a proper note of the sanction for the withdrawal from the Fund as per procedure followed in his office.

**(3) FINAL PAYMENT.—**

- (i) The Head of Office after obtaining the application Form for final payment in application Form No. P.F.-5 (Annexure E) in duplicate from the subscriber, shall forward the same to the Accountant General, Haryana six months in advance from the date of his retirement. The Head of Office shall also indicate the recovery to be effected against the advances which are still current and the number of instalments yet to be recovered and also indicate the withdrawal, if any, taken by the subscriber after the period covered by the last statement of the subscriber's account sent by the Accountant General, Haryana. The Accountant General shall after verification with the ledger account, take necessary steps to issue the authority to the Head of Office or Treasury as per option of the subscriber, for the amount payable to him at least fifteen days before the date of superannuation, payable on the next working day

of superannuation. The Treasury Officer shall allow the payment only after receipt of a copy of authorization issued by the Accountant General meant for Treasury Office.

- (ii) In the case of death of the subscriber during service, the Head of Office shall get the application in Form No. P.F.-6 (Annexure F) for final payment of accumulation in Fund from the family members/nominee(s) of the subscriber for submission to the Accountant General immediately for initiation of action. The payment in the case of minor(s) shall be made through legal guardian, if the minor has no natural guardian alive. The other pre-requisites/formalities as mentioned in clause (i) of this sub-rule shall be completed and authorization be issued accordingly.
- (iii) If the person to whom, under these rules, any amount is to be paid is a lunatic for whose estate a Manager has been appointed in this behalf under the Indian Lunacy Act, 1912 (Act IV of 1912), the payment shall be made to such Manager and not to the lunatic

Provided that where no Manager has been appointed and the person to whom the sum is payable is certified by a Magistrate to be a lunatic, the payment shall under the orders of the Collector be made in terms of sub-section (1) of section 95 of the Indian Lunacy Act, 1912 (Act IV of 1912), to the person having charge of such lunatic and the Accountant General shall pay only the amount which he thinks fit to the person having charge of the lunatic, if any, or such part thereof, as he thinks fit, shall be paid to him for maintenance.

- (iv) Payments of the amount withdrawn shall be made in India only. The persons to whom the amounts are payable shall make their own arrangements to receive the payment in India.

**Misutilization  
of advance/  
withdrawal.**

26. Notwithstanding anything contained in these rules, if the sanctioning authority has reason to doubt the money drawn as an advance or withdrawal from the Fund under rule 15 or 18 has been utilized for a purpose other than that for which sanction was given to the drawal of the money, he shall communicate to the subscriber the reasons for his doubt and require him to explain in writing and within thirty days of the receipt of such communication by him whether the advance or withdrawal has been utilized for the purpose for which sanction was given to the drawal of the money. If the sanctioning authority is not satisfied with the explanation furnished by the subscriber within the said period of thirty days, the sanctioning authority shall direct the subscriber to repay the amount in question to the Fund forthwith, or, in default, order the amount to be recovered by deduction in lump sum from the pay of the subscriber even if he be on leave. If, however, the total amount to be repaid be more than half the subscriber's pay, recoveries shall be made in monthly instalments, as may be determined by sanctioning authority not exceeding 1/3rd of his pay. The subscriber shall also be debarred, for a period of two years for taking any advance, and, for a period of five years for withdrawal from the Fund.

**Maintenance of  
General  
Provident Fund  
accounts in the  
office of**

27. (1) All sums paid into the Fund under these rules shall be credited in the books of Government to an account named "The General Provident Fund". Sums of which payment has not been taken within six months after they become payable under these rules, shall be transferred to

<b>Accountant General.</b>	<p>“Deposits” at the end of the year and treated under the ordinary rules relating to deposits.</p> <p>(2) When paying a subscription in India, either by deduction from pay or in cash, a subscriber shall quote the number of his account in the Fund, which shall be communicated to him by the Accountant General. Any change in the number shall similarly be communicated to the subscriber by the Accountant General.</p> <p>(3) The Accountant General shall, if required by a subscriber, once, but not more than once, in a year inform the subscriber of the total amount standing to his credit in the Fund at the end of the last month for which his account has been written up.</p>
<b>Issuance of annual General Provident Fund statement.</b>	<p>28. (1) As soon as possible, after the 31st March of each year, the Accountant General shall send to each subscriber a statement of his account in the Fund showing the opening balance as on the 1st April of the year, the total amount credited or debited during the year, the total amount of interest credited as on the 31st March of the year and the closing balance on that date. The Accountant General shall attach to the statement of accounts the date of birth of the employee concerned, if available in his office and an enquiry whether the subscriber:-</p> <p>(i) desires to make any alteration in any nomination made under rule 7; or</p> <p>(ii) has acquired a family in cases where the subscriber has made no nomination in favour of a member of his family under the first proviso to sub-rule (1) of rule 7.</p> <p>(2) Subscribers should satisfy themselves as to the correctness of the annual statement and errors should be brought to the notice of the Accountant General within three months from the date of the receipt of the statement.</p>
<b>Delegation.</b>	<p>29. The Heads of Departments may re-delegate the powers delegated to them for sanctioning advances/withdrawals under these rules, on their own responsibility and subject to such restrictions, as they may like to impose, to any officer working at their headquarter /district / any other office(s).</p>
<b>Relaxation of rules.</b>	<p>30. When it is felt that the operation of any of these rules causes or is likely to cause undue hardship to a subscriber, the Finance Department, may notwithstanding anything contained in these rules, deal with the cases of such subscriber in such a manner as may appear just and equitable.</p>
<b>Interpretation.</b>	<p>31. If any question arises relating to the interpretation of these rules, it shall be referred to the Finance Department, Haryana whose decision thereon shall be final.</p>
<b>Repeal and saving.</b>	<p>32. The Punjab General Provident Fund Rules, 1936, are hereby repealed. Anything done or any action taken under rules so repealed, shall be deemed to have been done or taken under the corresponding provisions of these rules.</p>

**ANNEXURE A****FORM NO. PF-1  
(see rule 6)****APPLICATION FOR ALLOTMENT OF General Provident Fund ACCOUNT NUMBER  
(To be submitted in triplicate)**

Name of applicant & Father/Husband name	Date of birth/Date of joining regular service	Designation and Official address	Nature of post held (i) On probation (ii) Temporary (iii) Permanent	Existing Scale and Basic pay per mensem	Rate of subscription per mensem	Whether the applicant has a family or not?	Account number to be allotted by Accountant General
1	2	3	4	5	6	7	8

Place \_\_\_\_\_

Date \_\_\_\_\_ 20

Signature of Applicant

(Signature)  
Head of Office**OFFICE OF THE ACCOUNTANT GENERAL, HARYANA, CHANDIGARH.**

No. \_\_\_\_\_

Dated: \_\_\_\_\_

Returned to \_\_\_\_\_ with General Provident Fund Account number allotted as mentioned in Column 8. This number should be quoted for all future correspondence connected therewith. The nomination form duly accepted is also returned for office record.

(Signature)  
Accountant General, Haryana.



**ANNEXURE B****FORM NO. PF-2  
(see rule 7)****FORM OF NOMINATION****Account No.** \_\_\_\_\_

I, \_\_\_\_\_ hereby nominate the person(s) mentioned below who is/are member(s)/non-member(s) of my family as defined in rule 7 of the Haryana General Provident Fund Rules to receive the amount that may stand to my credit in the Fund as indicated below, in the event of my death before that amount has become payable or having become payable has not been paid:

Name and address of the nominee(s)	Relationship with the subscriber	Age of the nominee(s)	Share payable to each nominee	Contingencies on the happening of which the nomination shall become invalid	Name, address and relationship of the person(s), if any, to whom the right of nominee shall pass in the event of his predeceasing the subscriber	If the nominee is not a member of the family as provided in rule 3, indicate the reasons
1	2	3	4	5	6	7

Place \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signature of the subscriber

Name in Block Letters \_\_\_\_\_

Designation \_\_\_\_\_

**Signature of two witnesses:**

	Name and Address	Signature
1.		
2.		

- NOTE :** (1) The form of nomination shall be filled in triplicate. Two copies will be sent to Accountant General, Haryana, who will return one copy duly accepted and signed to the Head of Office for office record.
- (2) In column 4, if only one person is nominated, the words "in full" should be written against the nominee. If more than one person is nominated, the share payable to each nominee to cover the whole amount of the Fund shall be specified.

**For use by the Head of Office**

Nomination received from Sh./Ms. \_\_\_\_\_  
Designation \_\_\_\_\_ on dated \_\_\_\_\_ for onward submission to the  
Accountant General, Haryana.

Dated \_\_\_\_\_

(Signature)  
Head of Office

**For use by A.G., Haryana**

Nomination made by Sh./Ms. \_\_\_\_\_ Designation  
\_\_\_\_\_, O/o \_\_\_\_\_ is hereby accepted and  
returned to \_\_\_\_\_ (Head of Office) for office record.

(Signature)  
ACCOUNTANT GENERAL  
HARYANA.

**ANNEXURE C**  
**FORM NO. PF-3**  
**(see rules 15 to 17)**  
**APPLICATION FOR ADVANCE FROM GENERAL PROVIDENT FUND**

Department/Office\_\_\_\_\_

1.	Name of the Subscriber:																					
2.	Designation:																					
3.	Account number (complete):																					
4.	Existing Scale of pay:																					
5.	Basic pay including Dearness Pay, Personal Pay, Special Pay, if any, in the existing scale :	Rs.																				
6.	Date of joining service :																					
7.	Date of Superannuation :																					
8.	Balance at credit of the subscriber on the date of the application as below:-																					
(i)	Closing balance as per latest General Provident Fund statement for the year_____ (copy enclosed)	Rs.																				
(ii)	Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above:	Rs.																				
(iii)	Add refunds of advance(s) after the date of statement mentioned at (i) above:	Rs.																				
(iv)	Total (i) + (ii) + and (iii):	Rs.																				
(v)	Less amount of advance(s) and Withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:	Rs.																				
(vi)	Net balance at credit:	Rs.																				
9.	Amount of advance required:	Rs_____																				
10.	Purpose for which the advance is required:																					
11.	Date of ceremony:																					
12.	Rule under which the advance is admissible :																					
13.	Full details of advance taken previously :																					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Serial Number</th> <th style="text-align: left;">Purpose of advance</th> <th style="text-align: left;">Date of Drawal</th> <th style="text-align: left;">Amount</th> <th style="text-align: left;">Name of the office from where payment received</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Serial Number	Purpose of advance	Date of Drawal	Amount	Name of the office from where payment received	1.					2.					3.					
Serial Number	Purpose of advance	Date of Drawal	Amount	Name of the office from where payment received																		
1.																						
2.																						
3.																						
14.	Whether full recovery has been made of the previous advance:																					
15.	If the reply to item 14 above is negative then give the following information:-																					

Sr. No.	Purpose of advance	Amount of advance	Month of Drawal	No. of Installments for recovery	Advance recovered	Balance of advance
1.						
2.						

1. Certified that I have utilized the advance(s) taken from my General Provident Fund earlier for the purpose for which the advance(s) was/were sanctioned and I have already submitted the utilization certificate to the Head of Office as required under rule 16.

2. Certified that the person for whose ceremony/education etc. the advance has been applied for, is fully and solely dependent upon me.

3. Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein. I am aware that in case of any concealment or mis-statement of facts, I will be debarred from taking any advance(s) from my General Provident Fund Account for a period of two years.

Signature of the Applicant

Name \_\_\_\_\_

Designation \_\_\_\_\_

Dated \_\_\_\_\_

Branch \_\_\_\_\_

**ANNEXURE D****FORMNO. PF-4  
(see rules 18 to 23)****APPLICATION FOR WITHDRAWAL FROM GENERAL PROVIDENT FUND****PART – I**

Department \_\_\_\_\_

Head of Office \_\_\_\_\_

1.	Name of the Subscriber:	
2.	Designation:	
3.	Account number (complete):	
4.	Existing Scale of pay:	
5.	Basic pay including Dearness Pay, Personal Pay, Special Pay, if any, in the existing scale :	Rs.
6.	Date of joining service :	
7.	Date of Superannuation :	
8.	Balance at credit of the subscriber on the date of the application as below:-	
(i)	Closing balance as per latest General Provident Fund statement for the year _____ (copy enclosed)	Rs.
(ii)	Add regular monthly subscription plus lumpsum subscription, if any, after the date of General Provident Fund statement mentioned at (i) above:	Rs.
(iii)	Add refunds of advance(s) after the date of statement mentioned at (i) above:	Rs.
(iv)	Total (i) + (ii) + and (iii):	Rs.
(v)	Less amount of advance(s) and Withdrawal(s) taken after the date of General Provident Fund statement mentioned at (i) above:	Rs.
(vi)	Net balance at credit:	Rs.
9.	Amount of withdrawal required:	Rs. _____
10.	Purpose for which withdrawal is required:	
11.	Rule under which withdrawal is admissible:	
12.	Whether any withdrawal was taken for the same purpose earlier, if so, indicate the Amount and the date:-	
	<b>Serial Number</b>	<b>Date of drawal</b>
	<b>Sanction Number and Date</b>	<b>Amount</b>
	<b>Name of office from where payment was received</b>	
	1.	
	2.	
	3.	

	<b>NOTE:</b> All withdrawals taken for purchase of plot, purchase of house, construction, addition and alteration, repair of house and repayment of loans taken for these purposes should be treated as same purpose. All withdrawals taken for purchase of motor cycle, scooter, and moped should be treated as same purpose and withdrawal for motor car can be obtained separately subject to conditions mentioned in rule 22.	
13.	Additional information be given in the relevant part i.e. acquisition of Plot/flat in part-II/detail of marriage ceremony in Part-III/details of higher education in Part-IV/details of motor vehicle(s) in Part-V :	(Part- ___attached)

1. Certified that I have utilized the withdrawal(s) taken from my General Provident Fund earlier for the purpose for which the withdrawal(s) was/were sanctioned. I have already submitted the utilization certificate to the Head of Office as required under rules 19/20/21/22.
2. Certified that the person for whose ceremony/education etc. the advance has been applied for, is fully and solely dependent upon me.
3. Certified that the information given in this application is true and correct and nothing has been concealed or mis-stated therein. I am aware that in case of any concealment or mis-statement of facts, I will be debarred from taking any withdrawal(s) from my General Provident Fund Account for a period of five years.

(Signature of applicant)

Designation : \_\_\_\_\_

Office: \_\_\_\_\_

Dated:\_\_\_\_\_

(Examination/Verification by the Office)

1. This is to certify that the office has checked and verified the details submitted by the subscriber in this application. All the details furnished by the subscriber are verified to be correct.
2. The subscriber is entitled to the withdrawal being applied for under the rule 18; or the subscriber is not entitled to the withdrawal applied for and has requested for relaxation in rules on the following counts:
  - (i)
  - (ii)
  - (iii)

(Signature of the Head of office with Seal)

**ANNEXURE D****FORM NO. PF-4  
PART - II**

If the application is for seeking withdrawal for acquisition of a plot and construction of house thereon/acquisition of flat or house/construction of house, the following additional information be provided:

<b>Sr. No.</b>	<b>Subject</b>	<b>Particulars</b>
1.	Purpose:	(i) Acquisition of a plot for house (ii) Acquisition of a built up flat (iii) Acquisition of a built up house (iv) Construction of House (v) Re-payment of loan taken from a financial institution expressly for acquiring a dwelling unit (vi) Repair/Renovation of a house
2.	Source of acquisition (please give details of the agency e.g. Haryana Urban Development Authority/Co-op. Housing Society/ Open market or any other source)	
3.	Person in whose name the plot/ house/flat (Clear title). Enclose proof of ownership/copy of allotment letter	
4.	Amount of House Building Advance taken from the Government under its Scheme, if any.	
5.	Whether withdrawal from General Provident Fund taken earlier for this purpose?	Yes / No
6.	If the answer to above is 'yes' , please give the details: (i) withdrawal taken for the same unit (ii) withdrawal taken for some other unit(s) (iii) whether the previous unit has been disposed off and the advance taken for the same deposited back in the account	(i) (ii) (iii)
7.	If the withdrawal is being applied for a plot in the name of spouse, please indicate who is the first nominee to receive the General Provident Fund accumulations.	

(Signature of applicant)

Designation \_\_\_\_\_

Office \_\_\_\_\_

**ANNEXURE D****FORM NO. PF-4****PART – III**

(withdrawal for marriage ceremony)

<b>Sr. No.</b>	<b>Subject</b>	<b>Particulars</b>
1.	Marriage of Self/Son/Daughter/ dependent sister :	
2.	Name of the dependent for whose marriage advance is applied	
3.	Date of birth of the dependent :	
4.	Has any withdrawal been taken earlier for marriage? If yes, the amount of withdrawal taken with detail:	
5.	Amount of withdrawal being applied for :	
6.	Date of marriage ceremony :	

(Signature of applicant)

Designation \_\_\_\_\_

Office \_\_\_\_\_



**ANNEXURE D****FORM NO. PF-4****PART- IV**

(withdrawal for higher education of children)

<b>Sr. No.</b>	<b>Subject</b>	<b>Particulars</b>
1.	Withdrawal is being applied for higher education of:	Son/Daughter
2.	Name of the Child	
3.	Details of the Course of Study	
4.	Name of the Institute of Study	
5.	Evidence of Admission	
6.	Evidence of fees to be supported to justify the advance	
7.	Details of withdrawals taken earlier for the purpose:	(i) (ii) (iii)

(Signature of applicant)

Designation \_\_\_\_\_

Office \_\_\_\_\_

**ANNEXURE D****FORM NO. PF-4****PART-V**

(withdrawal for purchase of motor vehicle(s))

<b>Sr. No.</b>	<b>Subject</b>	<b>Particulars</b>
1.	Withdrawal is being applied for motor vehicle i.e. motor car, motor cycle, scooter or moped	
2.	Particulars of withdrawal or loan taken previously, if any.	Amount Date of drawal withdrawal or Loan
3.	Cost of vehicle (proforma invoice to be attached)	
4.	Amount required for purchase of vehicle	

(Signature of applicant)

Designation \_\_\_\_\_

Office \_\_\_\_\_

**ANNEXURE E****FORM NO. PF - 5***(see rule 24)***APPLICATION FOR FINAL PAYMENT/TRANSFER TO CORPORATE BODIES/OTHER GOVERNMENTS**

To

The Accountant General,  
Haryana, Chandigarh.  
(Through the Head of office)

Sir,

I am to retire/have retired/have been discharged/dismissed/have been permanently transferred to \_\_\_\_\_/have resigned finally from Government service/have resigned service under \_\_\_\_\_ Government to take up appointment with \_\_\_\_\_ and my resignation has been accepted with effect from \_\_\_\_\_ forenoon/afternoon. I joined service with \_\_\_\_\_ on \_\_\_\_\_ forenoon/afternoon.

2. My Fund Account No. is \_\_\_\_\_

3. I desire to receive payment through my office \_\_\_\_\_ or through the \_\_\_\_\_ Treasury/Sub-Treasury. Particulars of my personal marks of identification, left hand thumb and finger impressions (in the case of illiterate subscribers) and specimen signature (in the case of literate subscribers) in duplicate, duly attested by a Gazetted Officer of the Government, are enclosed.

4. I request that the entire amount at my credit with interest due under the rules may be paid to me/transferred to \_\_\_\_\_.

Yours faithfully,

Date:

(Signature)

(To be specified)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**(FOR USE BY HEAD OF OFFICE)**

Forwarded to the Accountant-General, Haryana for necessary action.

2. Sh./Ms. \_\_\_\_\_ has finally retired/has been discharged/dismitted/has been permanently transferred to \_\_\_\_\_/has resigned finally from Government service/has resigned service under \_\_\_\_\_ Government to take up appointment with \_\_\_\_\_ and his/her resignation has been accepted with effect from \_\_\_\_\_ forenoon/afternoon. He/she joined service with \_\_\_\_\_ on \_\_\_\_\_ forenoon/afternoon.

3. The last fund deduction was made from his/her pay in the Office Bill No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_), Treasury Voucher No. \_\_\_\_\_ of \_\_\_\_\_ Treasury, the amount of deduction being Rs. \_\_\_\_\_ and recovery on account of refund of advance Rs. \_\_\_\_\_.

4. Certified that he/she had taken the following advances in respect of which \_\_\_\_\_ instalment of Rs. \_\_\_\_\_ are yet to be recovered and credited to the Fund Account. The details of advance(s)/withdrawal(s) granted to him/her during the twelve months immediately preceding the date of his/her quitting service/proceeding on leave preparatory to retirement or thereafter are also indicated below :-

Sr. No.	Amount of Advances/ Withdrawals	Place of encashment	Voucher Number and Date
1.			
2.			
3.			
4.			

5. Certified that he/she has not resigned from Government service with prior permission of the State Government to take up an appointment in Central Government or under State Government or under a body corporate owned or controlled by the State.

6. Certified that no advance/withdrawal will be sanctioned to the subscriber henceforth without the concurrence of Accountant General, Haryana.

7. Certified that the subscriber/claimant submitted the application on \_\_\_\_\_ Date \_\_\_\_\_ Month \_\_\_\_\_ Year.

(Signature of Head of Office)

**ANNEXURE F****FORM No. PF - 6***(see rule 24)***APPLICATION FOR FINAL PAYMENT TO THE NOMINEES OR ANY OTHER CLAIMANTS WHERE NO NOMINATION SUBSISTS**

To

The Accountant General,  
Haryana, Chandigarh.  
(Through the Head of office)

Sir,

It is requested that arrangements may kindly be made for the payment of the accumulations in the General Provident Fund Account of Sh./Ms\_\_\_\_\_.

The necessary particulars required in this connection are given below:-

1.	Name of the Government employee :			
2.	Date of birth :			
3.	Post held by the Government employee :			
4.	Date of death :			
5.	Proof of death in the form of a death certificate : (issued by the municipal authorities, etc.)			
6.	General Provident Fund Account Number of subscriber (Complete) :			
7.	Amount at the credit of the subscriber at the time of his death, if known :			
8.	Details of the nominees alive on the date of death of the subscriber, if a nomination subsists:			
	<b>Name of the Nominee</b>	<b>Relationship with the subscriber</b>	<b>Share of the nominee</b>	<b>Remark</b>
	1 _____	_____	_____	_____
	2 _____	_____	_____	_____
	3 _____	_____	_____	_____
9.	In case the nomination is in favour of person other than a member of the family, the detail of the family, if the subscriber subsequently acquired a family:			
	<b>Name of the Nominee</b>	<b>Relationship with the subscriber</b>	<b>Age on the date of death</b>	<b>Remark</b>
	1 _____	_____	_____	_____
	2 _____	_____	_____	_____
	3 _____	_____	_____	_____

10.	In case no nomination subsists, the details of the surviving members of the family on the date of death of the subscriber. In the case of a daughter or of a daughter of a deceased son of the subscriber married before the death of the subscriber, it should be stated against her name whether her husband was alive on the date of death of the subscriber:																
	<table border="1"> <thead> <tr> <th data-bbox="272 488 624 577">Name of the Nominee</th> <th data-bbox="628 488 943 577">Relationship with the subscriber</th> <th data-bbox="948 488 1198 577">Age on the date of death</th> <th data-bbox="1203 488 1439 577">Remark</th> </tr> </thead> <tbody> <tr> <td data-bbox="272 577 624 611">1 _____</td> <td data-bbox="628 577 943 611">_____</td> <td data-bbox="948 577 1198 611">_____</td> <td data-bbox="1203 577 1439 611">_____</td> </tr> <tr> <td data-bbox="272 611 624 645">2 _____</td> <td data-bbox="628 611 943 645">_____</td> <td data-bbox="948 611 1198 645">_____</td> <td data-bbox="1203 611 1439 645">_____</td> </tr> <tr> <td data-bbox="272 645 624 678">3 _____</td> <td data-bbox="628 645 943 678">_____</td> <td data-bbox="948 645 1198 678">_____</td> <td data-bbox="1203 645 1439 678">_____</td> </tr> </tbody> </table>	Name of the Nominee	Relationship with the subscriber	Age on the date of death	Remark	1 _____	_____	_____	_____	2 _____	_____	_____	_____	3 _____	_____	_____	_____
Name of the Nominee	Relationship with the subscriber	Age on the date of death	Remark														
1 _____	_____	_____	_____														
2 _____	_____	_____	_____														
3 _____	_____	_____	_____														
11.	Name of the Natural/legal guardian (in case the amount is due to a minor child)																
12.	In case no nomination subsists, the details of the surviving members of the family on the date of death of the subscriber. In the case of a daughter or of a daughter of a deceased son of the subscriber married before the death of the subscriber, it should be stated against her name whether her husband was alive on the date of death of the subscriber:																
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1 _____	_____	_____	_____														
2 _____	_____	_____	_____														
3 _____	_____	_____	_____														
12.	If the subscriber has left no family and no nomination subsists, the names of persons to whom the Provident Fund money is payable (to be supported by letter of Probate or succession certificate etc.) :																
	<table border="1"> <thead> <tr> <th data-bbox="272 1471 624 1561">Name of the Nominee</th> <th data-bbox="628 1471 943 1561">Relationship with the subscriber</th> <th data-bbox="948 1471 1198 1561">Age on the date of death</th> <th data-bbox="1203 1471 1439 1561">Remark</th> </tr> </thead> <tbody> <tr> <td data-bbox="272 1561 624 1594">1 _____</td> <td data-bbox="628 1561 943 1594">_____</td> <td data-bbox="948 1561 1198 1594">_____</td> <td data-bbox="1203 1561 1439 1594">_____</td> </tr> <tr> <td data-bbox="272 1594 624 1628">2 _____</td> <td data-bbox="628 1594 943 1628">_____</td> <td data-bbox="948 1594 1198 1628">_____</td> <td data-bbox="1203 1594 1439 1628">_____</td> </tr> <tr> <td data-bbox="272 1628 624 1662">3 _____</td> <td data-bbox="628 1628 943 1662">_____</td> <td data-bbox="948 1628 1198 1662">_____</td> <td data-bbox="1203 1628 1439 1662">_____</td> </tr> </tbody> </table>	Name of the Nominee	Relationship with the subscriber	Age on the date of death	Remark	1 _____	_____	_____	_____	2 _____	_____	_____	_____	3 _____	_____	_____	_____
Name of the Nominee	Relationship with the subscriber	Age on the date of death	Remark														
1 _____	_____	_____	_____														
2 _____	_____	_____	_____														
3 _____	_____	_____	_____														
13.	The payment is desired through the office of _____/through the _____ Treasury/Sub-Treasury. In this connection the following documents duly attested by a Gazetted Officer/ Magistrate are attached:-																
(i)	Personal marks of identification																
(ii)	Left/Right Hand thumb or finger impressions (in the case of illiterate claimants)																

(iii)	Specimen signatures in duplicate (in the Case of literate claimants) :	
-------	--	--

Yours faithfully,

Place \_\_\_\_\_

(Signature of claimant)

Dated \_\_\_\_\_

(Full Name and Address)

**(FOR USE OF HEAD OF OFFICE)**

Forwarded to the Accountant General, Haryana for necessary action. The particulars furnished above have been duly verified.

2. The General Provident Fund Account number of Sh./Ms. \_\_\_\_\_ is \_\_\_\_\_.

3. He/she died on \_\_\_\_\_. A death certificate issued by the Municipal authorities has been produced (copy enclosed).

4. The last General Provident Fund deduction was made from his/her pay for the month of \_\_\_\_\_ drawn vide Treasury Voucher No. \_\_\_\_\_ dated \_\_\_\_\_ in this Office Bill No \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ Rupees \_\_\_\_\_ Treasury Challan No. \_\_\_\_\_ dated \_\_\_\_\_ Treasury, the amount of deduction being Rs. \_\_\_\_\_ and recovery amount being Rs. \_\_\_\_\_.

5. Certified that he/she had taken the following advances in respect of which \_\_\_\_\_ instalment of Rs \_\_\_\_\_ are yet to be recovered and credited to the Fund Account. The details of the withdrawals granted to him/her during the twelve months immediately preceding the date of his/her death are also indicated below :-

Serial Number	Amount of Advances/ Withdrawals	Place of encashment	Voucher Number and Date
1.			
2.			
3.			
4.			

6. Certified that the claimant submitted the application on \_\_\_\_\_ date \_\_\_\_\_ month \_\_\_\_\_ year.

(Signature of the Head of office)

**ANNEXURE G**  
**FORM NO. PF- 7**  
**SANCTION ORDER FOR ADVANCE**  
*(see rule 15)*

Sanction is hereby accorded under rule \_\_\_\_\_ of Haryana General Provident Fund Rules for the grant of an advance of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_ only) to Shri/Ms \_\_\_\_\_ from his/her General Provident Fund Account Number \_\_\_\_\_ to enable him/her to defray charges on account of \_\_\_\_\_.

2. The advance will be recovered in \_\_\_\_\_ monthly instalments of Rs \_\_\_\_\_ each, commencing from the salary of next month succeeding the drawal month \_\_\_\_\_.

3. The balance at the credit of Shri/Ms \_\_\_\_\_ as on the date of sanction is detailed below:-

(i)	Balance as per General Provident Fund Statement for the year _____	Rs.
(ii)	Subsequent deposits	Rs.
(iii)	Total of column (i) and (ii)	Rs.
(iv)	Subsequent advance/withdrawals, if any	Rs.
(v)	Balance as on date of sanction column {(iii) minus (iv)}	Rs.

Dated : \_\_\_\_\_ (Name)  
 Head of Office

Endst. No. \_\_\_\_\_ Dated :

Copy forwarded to:

- The Accountant General (Accounts and Entitlement), Haryana, Chandigarh for information and to make a note in the ledger account of the subscriber.
- Shri \_\_\_\_\_ His attention is drawn to the provisions of the rule \_\_\_\_\_ of Fund rules according to which a subscriber who has been permitted to withdraw money from the fund should satisfy the sanctioning authority that the money has been utilized for the purpose for which it was withdrawn. A certificate to the effect that the amount withdrawn has been utilized for the purpose for which it was sanctioned be furnished within one month from the date of drawal.
- Treasury Officer, \_\_\_\_\_.

(Signature)



**ANNEXURE H**  
**FORM NO. PF- 8**  
**SANCTION ORDER FOR WITHDRAWAL**  
*(see rule 18)*

Sanction is hereby accorded under rule \_\_\_\_\_ of the Haryana General Provident Fund Rules to Sh/Ms \_\_\_\_\_ (here enter the name and designation) for withdrawal of an amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) from his/her General Provident Fund Account No. \_\_\_\_\_ to enable him/her to meet expenditure in connection with \_\_\_\_\_.

2. The amount of withdrawal is within the limits as prescribed in the conditions meant for this withdrawal.

3. The balance at the credit of Shri/Ms. \_\_\_\_\_ as on the date of sanction is detailed below:-

(i)	Balance as per General Provident Fund Statement for the year _____	Rs.
(ii)	Subsequent deposits	Rs.
(iii)	Total of column (i) and (ii)	Rs.
(iv)	Subsequent advance/withdrawals, if any	Rs.
(v)	Balance as on date of sanction column {(iii) minus (iv)}	Rs.

Dated \_\_\_\_\_

(Name)  
Head of Department

Endst. No. \_\_\_\_\_

Dated. \_\_\_\_\_

Copy forwarded to:

1. The Accountant General (Accounts and Entitlement), Haryana, Chandigarh for information and to make a note in the ledger account of the subscriber.

2. Shri \_\_\_\_\_ His attention is drawn to the provisions of the rule \_\_\_\_\_ of General Provident Fund rules according to which a subscriber who has been permitted to withdraw money from the Fund should satisfy the sanctioning authority that the money has been utilized for the purpose for which it was withdrawn. A certificate to the effect that the amount withdrawn has been utilized for the purpose for which it was sanctioned be furnished within \_\_\_\_\_ months from the date of drawal.

3. Head of office \_\_\_\_\_.

4. Treasury Officer, \_\_\_\_\_.

(Signature of Head of Department)

**ANNEXURE I****[see rules 2 (iv), 15 and 18]****List of authorities competent to sanction Advance/Withdrawal**

<b>Sr. No.</b>	<b>Rule</b>	<b>Nature of power</b>	<b>To whom delegated</b>	<b>Extent of power</b>
01.	15(1) 15(2) 15(3) 15(4) 15(5)	To sanction advance for:- illness, confinement or disability higher education obligatory expenses legal proceedings in court of law defence in departmental inquiry	Head of Office	Six months pay or 50% of credit in General Provident Fund account whichever is less and further subject to the conditions laid in rule 16.
02.	15(6)	To sanction advance for:- purchase of house hold item(s)	Head of Office	Six months pay or 50% of credit in General Provident Fund account or actual cost of items whichever is least and further subject to the conditions laid in rule 16.
03.	18(1) 18(2) 18(3) 18(4)	To sanction withdrawal for :- Building or acquisition of house/flat/ plot from Government agency. acquisition of house/flat/ plot from open market repaying of loan for house/ flat purchase of house site	Head of Department	90% of credit in General Provident Fund account or the actual cost whichever is less and further subject to the conditions laid in rule 19.
04.	18(5) 18(6) 18(7)	To sanction withdrawal for :- additions or alternations in house/flat upkeep of ancestral house acquiring commercial / industrial establishment or establishing business for settlement of unemployed children.	Head of Department	50% of credit in General Provident Fund account or the actual cost whichever is less and further subject to the conditions laid in rule 19.
05.	18(8)	To sanction withdrawal for :- higher education of child	Head of Department	<b>(i) For initial admission –</b> Upto 75% of credit in General Provident Fund account or the actual amount required by the institution whichever is less for each child and further subject to the conditions laid in rule 20. <b>(ii) For annual payment -</b> 50% of credit in General Provident Fund account or the actual amount required by the institution whichever is less for each child and

Sr. No.	Rule	Nature of power	To whom delegated	Extent of power
				further subject to the conditions laid in rule 20  <b>or</b> 25% of credit in General Provident Fund account or the actual amount required by the institution whichever is less, twice in a year for each child and further subject to the conditions laid in rule 20.
06.	18(9) 18(10) 18(11)	To sanction withdrawal for :- daughter's marriage or female relative's marriage son's marriage Self marriage	Head of Department	75% of credit in General Provident Fund account and further subject to the conditions laid in rule 21.
07.	18(12)	To sanction withdrawal for :- purchase of motor vehicle(s)	Head of Department	50% of credit in General Provident Fund account or the actual cost of vehicle whichever is less and further subject to the conditions laid in rule 22.
08.	18(13)	To sanction 90% withdrawal before retirement on superannuation	Head of Department	90% of credit in General Provident Fund account and further subject to the condition laid in rule 23.

**Note 1 :** The Head of Departments may re-delegate any of the powers delegated to them in the above table, in writing, on their sole responsibility and further subject to such restrictions and conditions as they may like to impose, to any officer working under them at their headquarter/District/any other office(s). The copies of re-delegation shall be endorsed to the concerned Administrative Department and Accountant General, Haryana,

**Note 2 :** The following officers shall exercise the powers of Heads of Departments so far as these rules are concerned in respect of officers/officials working under them and subordinate establishment under their control :-

- (i) Commissioner(s) of Division(s).
- (ii) District and Sessions Judge(s).
- (iii) Inspector General/Deputy Inspector General of Police (Range/Railway).
- (iv) Conservator of Forest(s).
- (v) Controller of Printing and Stationery
- (vi) Superintending Engineer(s) of Public Works Department(s).
- (vii) District Education Officers / Sub Divisional Education Officers
- (viii) Principal(s) of Government Art and Professional Colleges.
- (ix) Sub Divisional Officers (Civil) in the Sub Division of the Civil Department and City Magistrate at Headquarters of the District.

- 
- Note 3 :** The advance/withdrawal for the Head of Office/Head of Department shall be sanctioned by the Head of Department and Administrative Department respectively.
- Note 4 :** The sanctioning authorities shall send a consolidated list of advance/withdrawals sanctioned by them, to the Head of the Department quarterly commencing from April of each financial year, mentioning therein complete details of advance/withdrawal such as name of the subscriber, General Provident Fund account number, amount and purpose for verifying the actual debit of advance/withdrawal to the concerned General Provident Fund account of the subscriber. The Heads of the Departments will consolidate the advance/withdrawal sanctioned by the subordinate offices including advances/withdrawals sanctioned at Headquarter(s) and the same shall be reconciled with the Accountant General, Haryana.
- Note 5 :** The subscriber, who has submitted the application for final withdrawal and the same has been forwarded to Accountant General, shall be sanctioned advance/withdrawal only on receipt of concurrence from the Accountant General, Haryana.

**ANNEXURE J**  
**(See rule 12)**

Example of an Interest calculation on General Provident Fund accumulation for the year 2003-04 from the following data:-

Sr. No.	Particulars	Amount
1.	Opening Balance as on 01-04-2003	Rs. 2,25,980/-
2.	Monthly Subscription	Rs. 3,000/-
3.	Arrear of D.A. deposited in 6/2003	Rs. 2,214/-
4.	Advance for daughter's betrothal ceremony paid on 12/12/2003 (to be recovered @ Rs. 1000 p.m. in 25 instalments)	Rs. 25,000/-
5.	Arrear of D.A. deposited in 2/2004	Rs. 3,035/-
6.	Withdrawal on 04-03-2004 for Higher Education of Son	Rs. 30,000/-
7.	Rate of interest during the year	8% p.a.

**Solution**

Paid month	Subscription	Recovery of Advance	Total	Drawal	Balance	Monthly product
04/2003	3000	---	3000	---	3000	3000x12 =36000
05/2003	3000	---	3000	---	3000	3000x11=33000
06/2003	3000+2214	---	5214	---	5214	5214x10=52140
07/2003	3000	---	3000	---	3000	3000x9=27000
08/2003	3000	---	3000	---	3000	3000x8=24000
09/2003	3000	---	3000	---	3000	3000x7=21000
10/2003	3000	---	3000	---	3000	3000x6=18000
11/2003	3000	---	3000	---	3000	3000x5=15000
12/2003	3000	---	3000	25000	(-)22000	(-)22000x4=(-)88000
01/2004	3000	1000	4000	---	4000	4000x3=12000
02/2004	3000+3035	1000	7035	---	7035	7035x2=14070
03/2004	3000	1000	4000	30,000	(-)26000	(-)26000x1=(-)26000
						138210

**Annual Product**

(1)	Opening Balance	Rs. 2,25,980.00
(2)	Product during the financial year 138210 divided by 12 = 11,517.50	Rs.11,517.50
	Total (1 + 2)	Rs. 2,37,497.50

Interest = 237497.50x8% = 18999.80

Say Rs. 19,000.00

**APPENDIX-A**  
**[See rule 3(2)]**  
**THE PROVIDENT FUNDS ACT 1925**

**AN ACT TO AMEND AND CONSOLIDATE THE LAW RELATING TO GOVERNMENT AND OTHER PROVIDENT FUNDS.**

Whereas it is expedient to amend and consolidate the law relating to Government and other Provident Fund, it is hereby enacted as follows:-

**1. Short title, extent and commencement:**

- (1) This Act may be called the Provident Funds Act, 1925.
- (2) It extends to the whole of India except the State of Jammu and Kashmir.
- (3) It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

**2. Definitions.** - In this Act, unless there is anything repugnant in the subject or context, -

- (a) "compulsory deposit" means a subscription to, or deposit in, a Provident Fund which, under the rules of the Fund, is not, until the happening of some specified contingency, repayable on demand otherwise than for the purpose of the payment of premia in respect of a policy of life insurance or the payment of subscription or premia in respect of a family pension fund, and includes any contribution and any interest or increment which has accrued under the rules of the Fund on any such subscription, deposit or contribution, and also any such subscription, deposit, contribution, interest or increment remaining to the credit of the subscriber or depositor after the happening of any such contingency;
- (b) "contribution" means any amount credited in a Provident Fund, by any authority administering the Fund, by way of addition to, a subscription to, or deposit or balance at the credit of an individual account in the Fund; and "Contributory Provident Fund" means a Provident Fund the rules of which provide for the crediting of contributions;
- (c) "dependent" means any of the following relatives of a deceased subscriber to, or a depositor in, a Provident Fund, namely, a wife, husband, parent, child, minor brother, unmarried sister and a deceased son's widow and child, and, where no parent of subscriber or depositor is alive, a paternal grandparent;
- (d) "Government Provident Fund" means a Provident Fund, other than a Railway Provident Fund, constituted by the authority of the Secretary of State, the Central Government, the Crown Representative or any State Government for any class or classes of persons in the service of the Government or of persons employed in educational institutions or employed by bodies existing solely for educational purposes, and references in this Act to the Government shall be construed accordingly;
- (e) "Provident Fund" means a fund in which subscriptions or deposits of any class or classes of employees are received and held on their individual accounts, and includes any contributions and any interest or increment accruing on such subscriptions, deposits or contributions under the rules of the Fund;

- (f) "Railway administration" means –
- (i) any company administering a railway or tramway in any part of India either under a Special Act of Parliament of the United Kingdom or an Indian law, or under contract with the Government, or
  - (ii) the Manager of any railway or tramway administered by the Central Government or by a State Government, and includes, in any case referred to in sub-clause (ii) the Central Government or the State Government, as the case may be;
- (g) "Railway Provident Fund" means a Provident Fund constituted by the authority of a Railway administration for any class or classes of its employees.

**3. Protection of compulsory deposit. –**

- (1) A compulsory deposit in any Government or Railway Provident Fund shall not in any way be capable of being assigned or charged and shall not be liable to attachment under any decree or order of any Civil, Revenue or Criminal Court in respect of any debt or liability incurred by the subscriber or depositor, and neither the official Assignee nor any receiver appointed under the Provincial Insolvency Act, 1920 (5 of 1920), shall be entitled to, or have any claim on any such compulsory deposit.
- (2) Any sum standing to the credit of any subscriber to, or depositor in, any such Fund at the time of his decease and payable under the rules of the Fund to any dependent of the subscriber or depositor, or to such person as may be authorized by law to receive payment on his behalf, shall, subject to any deduction authorized by this Act and, save where the dependent is the widow or child of the subscriber or depositor, subject also to the rights of an assignee under an assignment made before the commencement of this Act, vest in the dependent, and shall, subject as aforesaid, be free from any debt or other liability incurred by the deceased or incurred by the dependent before the death of the subscriber or depositor.

**4. Provisions regarding repayment. –**

- (1) When under the rules of any Government or Railway Provident Fund the sum standing to the credit of any subscriber or depositor, or the balance thereof after the making of any deduction authorized by this Act, has become payable, the officer whose duty it is to make the payment shall pay the sum or balance, as the case may be, to the subscriber or depositor, or, if he is dead, shall –
- (a) if the sum or balance, or any part thereof, vests in a dependent under the provisions of section 3, pay the same to the dependent or to such person as may be authorized by law to receive payment on his behalf; or
  - (b) if the whole sum or balance, as the case may be, does not exceed five thousand rupees, pay the same, or any part thereof, which is not payable under clause (a) to any person nominated to receive it under the rules of the Fund, or, if no person is so nominated, to any person appearing to him to be otherwise entitled to receive it; or
  - (c) in the case of any sum or balance, or any part thereof, which is not payable to any person under clause (a) or clause (b) pay the same, –
    - (i) to any person nominated to receive it under the rules of the Fund, on production by such person of probate or letters of administration

evidencing the grant to him of administration to the estate of the deceased or a certificate granted under the Succession Certificate Act, 1889 (VII of 1889), or under the Bombay Regulation VIII of 1827, entitling the holder thereof to receive payment of such sum, balance or part, or

- (ii) where no person is so nominated, to any person who produces such probate, letters or certificates:

Provided that, where the whole or any part of any sum standing to the credit of the subscriber or depositor has been assigned to any other person before the commencement of this Act, and notice in writing, of the assignment has been received by the officer from the assignee, the officer shall, after making any deduction authorized by this Act, and any payment due under clause (a) to or on behalf of the widow or children of the subscriber or depositor –

- (i) if the subscriber or depositor or, if he is dead, the person to whom in the absence of any valid assignment the sum or balance would be payable under this sub-section gives his consent in writing, pay the sum or part of the balance thereof, as the case may be, to the assignee, or –
  - (ii) if such consent is not forthcoming, withhold payment of the sum, part of balance, as the case may be, pending a decision of a competent Civil Court as to the person entitled to receive it.
- (2) The making of any payment authorized by sub-section (1) shall be a full discharge to the Government or the Railway administration, as the case may be, from all liability in respect of so much of the sum standing to the credit of the subscriber or depositors as is equivalent to the amount so paid.

## **5. Rights of nominees.–**

- (1) Notwithstanding anything contained in any law for the time being in force or in any disposition, whether testamentary or otherwise, by a subscriber to, or depositor in, a Government or Railway Provident Fund of the sum standing to his credit in the Fund, or of any part thereof, where any nomination, duly made in accordance with the rules of the Fund, purports to confer upon any person the right to receive the whole or any part of such sum on the death of the subscriber or depositor occurring before the sum has become payable or before the sum, having become payable, has been paid, the said person shall, on the death as aforesaid of the subscriber or depositor, become entitled, to the exclusion of all other persons, to receive such sum or part thereof, as the case may be, unless –
  - (a) such nomination is at any time varied by another nomination made in like manner or expressly cancelled by notice given in the manner and to the authority prescribed by those rules, or
  - (b) such nomination at any time becomes invalid by reason of the happening of some contingency specified therein and if said person predeceases the subscriber or depositor, the nomination shall, so far as it relates to the right conferred upon the said person, become void and of no effect:



Provided that where provision has been duly made in the nomination in accordance with the rules of the Fund, conferring upon some other person such right instead of the person deceased, such right shall, upon the decease as aforesaid of the said person, pass to such other person.

- (2) Notwithstanding anything contained in the Indian Succession Act, 1925 or the Bombay Regulation VIII of 1827, any person, who becomes entitled as aforesaid, may be granted a certificate under that Act or that Regulation, as the case may be, entitling him to receive payment of such sum or part, and such certificate shall not be deemed to be invalidated or superseded by any grant to any other person of probate or letters of administration to the estate of the deceased.
- (3) The provisions of this section as amended by sub-section (1) of section 2 of the Provident Funds (Amendment) Act, 1946 also shall apply to all such nominations made before the date of the commencement of that Act:

Provided that the provisions of this section as so amended shall not operate to affect any case, in which before the said date any sum has been paid, or has under the rules of the Fund become payable in pursuance of any nomination duly made in accordance with those rules.

**6. Power to make deductions.**— When the sum standing to the credit of any subscriber or depositor in any Government or Railway Provident Fund which is a Contributory Provident Fund becomes payable, there may, if the authority specified in this behalf in the rules of the Fund so directs, be deducted therefrom and to Government or the Railway administration, as the case may be –

- (a) any amount due under a liability incurred by the subscriber or depositor to Government or the Railway administration, but not exceeding in any case the total amount of any contributions credited to the account of the subscriber or depositor and of any interest or increment which has accrued on such contributions; or
- (b) where the subscriber or depositor has been dismissed from his employment for any reasons specified in this behalf in the rules of the Funds, or where he has resigned such employment within five years of the commencement thereof, the whole or any part of the amount of any such contributions, interest and increment.

**6-A. Withholding or recovery of Government Contributions in case of Central Government Officers taking up, without prior permission, commercial employment within two years of their retirement. –**

- (1) In this section, unless the context otherwise requires, –
  - (a) “Central Government Officers” means a subscriber to, or depositor in, a Contributory Fund constituted by the Central Government, who, immediately before his retirement, is a member of a Central Service Class I, but does not include an officer appointed under a contract of service for a specified term.
  - (b) “Commercial employment” means employment in any capacity (including that of an agent) under any company, co-operative society, firm or individual engaged in trading, commercial, industrial, financial or professional business and includes also –

- (i) a directorship of a company;
- (ii) the holding of any office, whether elective or otherwise, such as that of president, chairman, manager, secretary, treasurer, by whatever name called in a co-operative society; and
- (iii) the setting up of practice, either independently or as partner of a firm, as adviser or consultant in matters in respect of which the Central Government Officer, –
  - (A) has no professional qualifications and the matters in respect of which the practice is to be set up or is carried on are relatable to his official knowledge or experience, or
  - (B) has professional qualification, but the matters in respect of which such practice is to be set up are such as are likely to give his clients an unfair advantage by reason of the posts held by him under the Central Government, or
  - (C) has to undertake work involving liaison or contract with the offices or officers of Central Government,

but does not include employment in or under a corporation or company wholly or substantially owned or controlled by Government or employment in or under a body controlled or financed wholly or substantially by Government;

- (c) "Government contributions" means contributions made after the commencement of the Provident Funds (Amendment) Act, 1975, in respect of any period after such commencement, by the Central Government or by a State Government or by a local authority within the meaning of the Local Authorities Loans Act, 1914;
- (d) "prescribed" means prescribed by rules made by the Central Government by notification in the Official Gazette.

- (2) No Central Government officer shall have any right to the Government contributions made to his credit in a Contributory Provident Fund in any case where he takes up commercial employment at any time before the expiry of two years from the date of his retirement without the prior permission of the Central Government.

**EXPLANATION 1.-** For the purposes of this sub-section and sub-section (7), "date of retirement" in relation to a Central Government officer re-employed after retirement without any break either in the same or any other class I post under the Central Government or any other equivalent post under a State Government, shall mean the date on which such Central Government Officer finally ceases to be re-employed in Government service.

**EXPLANATION 2.-** A Central Government officer permitted by the Central Government to take up a particular commercial employment during his leave preparatory to retirement shall be deemed, for the purposes of this sub-section, to have obtained prior permission of the Central Government for his continuance in such employment after retirement.

- (3) Subject to the provisions of sub-section (4), the Central Government may, by order in writing, on an application made in the prescribed form by a Central

Government officer, grant subject to such conditions, if any, as it may deem necessary, permission, or refuse, for reasons to be recorded in the order, permission, to such officer to take up the commercial employment specified in the application.

- (4) In granting or refusing permission under this section to a Central Government officer for taking up any commercial employment, the Central Government shall have regard to the following factors, namely:-
- (a) the nature of the employment proposed to be taken up and the antecedents of the employer;
  - (b) whether his duties in the employment which he proposes to make up might be such as to bring him into conflict with Government;
  - (c) whether the officer while in service had any such dealing with the employer under whom he proposes to seek employment as might afford a reasonable basis for the suspicion that such officer had shown favour to such employer;
  - (d) any other relevant factors which may be prescribed.
- (5) Where within a period of sixty days of the date of receipt of an application under sub-section (3), the Central Government does not refuse to grant the permission applied for or does not communicate the refusal to the applicant, the Central Government shall be deemed to have granted the permission applied for.
- (6) Where the Central Government grants the permission applied, for subject to any conditions or refuses such permission, the applicant may, within thirty days of the receipt of the orders of the Central Government to that effect, make a representation against any such condition or refusal and the Central Government may make such orders thereon as it deems fit;

Provided that no order other than an order cancelling such condition or granting such permission without any conditions shall be made under this sub-section without giving the person making the representation an opportunity to show cause against the order proposed to be made.

- (7) If any Central Government officer takes up any commercial employment at any time before the expiry of two years from the date of his retirement without the prior permission of the Central Government or commits a breach of any condition subject to which permission to take up any commercial employment has been granted to him under this section, it shall be competent for the Central Government to declare by order in writing and for reasons to be recorded therein that he shall not be entitled to such part of the Government contributions made in relation to such officer as may be specified in the order and if he has received payment thereof, to direct that he shall refund to the Central Government an amount equivalent to such part of the Government contributions:

Provided that no such order shall be made without giving the officer concerned an opportunity of showing cause against such declaration or direction:

Provided further that in making any order under this sub-section, the Central Government shall have regard to the following factors, namely:

- (i) the financial circumstances of the officer concerned;
  - (ii) the nature of, and the emoluments from, the commercial employment taken up by the officer concerned;
  - (iii) such other relevant factors as may be prescribed.
- (8) Any amount required to be refunded by an order under sub-section (7) may, if it is not refunded within the prescribed period, be recovered as arrears of land revenue.
  - (9) Every order passed by the Central Government under this section shall be communicated to the officer concerned.
  - (10) The provisions of this section shall have effect notwithstanding anything to the contrary contained in any other provision of this Act or the rules applicable to any contributory provident fund.
  - (11) Every rule made by the Central Government under this section shall be laid, as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session, or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

**7. Protection for acts done in good faith –** No suit or other legal proceeding shall lie against any person in respect of anything which is in good faith done or intended to be done under this Act.

**8. Power to apply the Act to the Provident Fund –** (1) The appropriate Government may, by notification in the Official Gazette, direct that the provisions of this Act except section 6-A shall apply to any Provident Fund established for the benefit of its employees by any local authority within the meaning of the Local Authority Loans Act, 1914, and on the making of such declarations, this Act shall apply accordingly, as if such Provident Fund were a Government Provident Fund and such local authority were the Government.

(2) The appropriate Government may, by notification in the Official Gazette, direct that the provisions of this Act (except section 6-A) shall apply to any Provident Fund established for the benefit of the employees of any of the institutions specified in the Schedule, or of any group of such institutions and, on the making of such declaration, this Act shall apply accordingly, as if such Provident Fund were a Government Provident Fund and the authority having custody of the Fund were the Government:

Provided that section 6 shall apply as if the authority making the contributions referred to in that section were the Government.

(3) The appropriate Government may, by notification in the Official Gazette, add to the Schedule the name of any public institution it may deem fit, and any such addition shall take effect as if it had been made by this Act.

(4) In this section, “the appropriate Government” means –

- (a) in relation to a cantonment authority, a port authority for a major port, and any institution which, or the objects of which, appear to the Central Government to fall within List I in the Seventh Schedule to the Constitution, the Central Government; and
- (b) in other cases, the State Government.

**EXPLANATION** – “The State Government” in relation to an institution registered under the Societies Registration Act, 1860 (XXI of 1860) means the State Government of the State in which the Society is registered.

**9. Savings as to estates of soldiers** – Nothing in section 4 or section 5 shall apply to money belonging to any estate for the purpose of the administration of which the Regimental Debts Act, 1893, applies.

**10. Repeals.-** [Repealed by the Repealing Act, 1927(12 of 1927), S.2 and Sch.]

THE SCHEDULE  
(Not added)

**APPENDIX-B**  
**[See rule 16(9)]**

**List of approved courses as mentioned in rule-21**

Sr. No.	Name of the Course
1.	Diploma Course in the various fields of Engineering and Technology, e.g. Civil Engineering, Mechanical Engineering, Electrical Engineering, Telecommunication/Radio Engineering, Metallurgy, Automobile Engineering, Textile Technology, Leather Technology, Printing Technology, Chemical Technology, etc. conducted by recognized technical institutions.
2.	Degree courses in the various fields of Engineering and Technology, e.g. Civil Engineering, Mechanical Engineering, Electrical Engineering, Telecommunication/Radio Engineering, Metallurgy, Automobile Engineering, Textile Technology, Leather Technology, Printing Technology, Chemical Technology, etc. conducted by recognized technical institutions.
3.	Postgraduate courses in the various fields of Engineering and Technology conducted by the Universities and recognized institutions.
4.	Degree and Diploma courses in Architecture, Town Planning and allied fields conducted by recognized institutions.
5.	Diploma and Certificate courses in Commerce conducted by recognized institutions.
6.	Diploma courses in management conducted by recognized institutions.
7.	Degree Courses in Agriculture, Veterinary Science and allied subjects conducted by recognized Universities and institutions.
8.	Degree and Diploma courses in Art/Applied Art and allied subjects conducted by recognized institutions.
9.	Medical courses (including Allopathic, Homeopathic, Ayurvedic and Unani systems) conducted by recognized institutions.
10.	Bachelor of Science (Home Science) courses.
11.	Degree and Diploma course in Hotel Management conducted by recognized institutions.
12.	Degree and Postgraduate course in Home Science.
13.	Pre-Professional course in Medicine if part or regular 5 years course in Medicine.
14.	Doctorate of Philosophy in Biochemistry.
15.	Degree and Postgraduate course in Law.
16.	"Honours" course in Microbiology.
17.	Associateship of the Institute of Chartered Accountants.
18.	Associateship of the Institute of Costs and Works Accountants.
19.	Degree and Master's course in Business Administration or Management.
20.	Master of Science course in Statistics, Computer Application.
21.	The Company Secretaryship course or the Institute of Company Secretaries of India.
22.	The course or pre-sea training imparted on the Training Ship "Rajendra" to prospective paginating officers on merchantships.
23.	The course in Marine Engineering conducted in the Directorate of Marine Engineering Training.

Bhaskar Chatterjee  
Financial Commissioner and Principal Secy. to Govt.,  
to Government, Haryana, Finance Department.

A copy, for information and necessary action, is forwarded to:-

1. All Heads of Departments, Commissioners of Divisions, all Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
2. The Registrar, Punjab and Haryana High Court, Chandigarh.

*Sd/-*  
(B.B.Kaushik)  
Deputy Secretary Finance  
for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/4(2)2003-2FR

Dated, Chandigarh, the 9<sup>th</sup> May, 2006

A copy is forwarded to the Accountant General (A&E), Haryana, Chandigarh for information and necessary action with reference to his letter No.Fds.I/AS-9/05-06/668, dated 25.11.2005.

*Sd/-*  
(B.B.Kaushik)  
Deputy Secretary Finance  
for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/4(2)2003-2F

Dated, Chandigarh, the 9<sup>th</sup> May, 2006

A copy, alongwith an attested copy, is forwarded to the Controller, Printing & Stationery, Haryana for information and necessary action.

2 He is requested that this notification be got printed in the Haryana Government Gazette and 500 spare copies be supplied to Government for record.

*Sd/-*  
(B.B.Kaushik)  
Deputy Secretary Finance  
for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy for information and necessary action is forwarded to :-

1. All the Financial Commissioners and Principal Secretaries to Govt. Haryana.
2. All the Administrative Secretaries to Govt. Haryana.

*Sd/-*  
(B.B.Kaushik)  
Deputy Secretary Finance  
for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

To

1. All the Financial Commissioners and Principal Secretaries to Govt. Haryana.
2. All Administrative Secretaries to Govt. Haryana.

U.O. No. 4/4(2)2003-2FR

Dated, Chandigarh, the 9<sup>th</sup> May, 2006.

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**GOVERNMENT OF HARYANA  
DEPARTMENT OF FINANCE**

**No. 4/2(9)/09-2FR**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments in Haryana,  
The Registrar, Punjab & Haryana High Court &  
All District & Sessions Judges in Haryana State.  
All Commissioners of Divisions,  
Deputy Commissioners &  
Sub Divisional officers (Civil) in Haryana.

**Dated, Chandigarh, the 12th May, 2011**

**Subject : Amendment in the sub rule (2) of Rule 19 under section 10 of GPF Rules 2006.**

Sir/Madam,

I am directed to refer to the Finance Department Notification No. 4/2(9)/09-2FR, dated 9th May, 2006 on the subject noted and to say that it has been further decided that demand for withdrawal from G.P.F. for second house can be accepted subject to the condition that the withdrawal for second house would not be more than 50% at the credit of the employee on the date of application and further the first house should have been built in the rural area. Necessary amendment in rule may be done in the due course.

2. Copy of these instructions is also available on the website which can be downloaded from the site [www.finhry.gov.in](http://www.finhry.gov.in).

Yours faithfully,

*Sd/-*

(Arun Kumar)

Under Secretary, Finance

for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/2(9)/09-2FR

Dated, Chandigarh, the 12<sup>th</sup> May, 2011

A copy is forwarded to the Accountant General (A&E & Audit), Haryana, Chandigarh for information and necessary action.

*Sd/-*

(Arun Kumar)

Under Secretary, Finance

for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/2(9)/09-2FR

Dated, Chandigarh, the 12<sup>th</sup> May, 2011



A copy is forwarded to Director, Treasury and Accounts, Haryana, Chandigarh for information and necessary action.

*Sd/-*  
(Arun Kumar)  
Under Secretary, Finance  
for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy is forwarded to all the Financial Commissioner & Principal Secretaries/ Administrative Secretaries to Government, Haryana for information and necessary action.

*Sd/-*  
(Arun Kumar)  
Under Secretary, Finance  
for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All the Financial Commissioner and Principal Secretary to  
Government, Haryana.  
All the Administrative Secretaries to Government Haryana.

U.O. No. 4/2(9)/09-2FR

Dated, Chandigarh, the 12<sup>th</sup> May, 2011

A copy is forwarded to the Principal Secretary/Additional Principal Secretary I, II & III/ Officer on Special Duty-I, II & III/Media Advisor/Advisor/Senior Secretaries/Secretaries/Private Secretaries to the Chief Minister/Ministers/Chief Parliamentary Secretaries/Parliamentary Secretaries of the State for information of Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries/Parliamentary Secretaries/Deputy Chairman, Planning Board, Haryana.

*Sd/-*  
(Arun Kumar)  
Under Secretary, Finance  
for Financial Commissioner and Principal Secy. to Govt.,  
Haryana, Finance Department.

To

The Principal Secretary/Additional Principal Secretary I, II & III/Officer on Special Duty-I, II & III/Media Advisor/Advisor/Senior Secretaries/Secretaries/Private Secretaries to the Chief Minister/Ministers/Chief Parliamentary Secretaries/Parliamentary Secretaries of the State for information of Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries/ Parliamentary Secretaries/Deputy Chairman, Planning Board, Haryana.

U.O. No. 4/2(9)/09-2FR

Dated, Chandigarh, the 12<sup>th</sup> May, 2011.

\*\*\*\*\*

**No. 4/2/(9)/09-2FR**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners of Divisions,  
All Deputy Commissioner and  
Sub Divisional Officers (Civil) in Haryana  
Registrar, Punjab & Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 10th January, 2011**

**Subject : Grant of refundable advance to Haryana Govt. employees includes all personal religious ceremonies.**

Sir/Madam,

I am directed to refer to Finance Department Notification No. 4/2(9)/09-2FR dated 15.10.2010 on the subject noted above and to say that, it has been further decided that due to revision of pay scales of State Govt. employees, the refundable advance from G.P.F for all personal religion ceremonies performed occasionally such as Jagran, Akhand Path, Birthday, Marriage anniversary etc. will be admissible as per revised pay scale under clause 3 of GPF Rule 15 on the same condition for sanction of advance as mentioned in clause 3 of GPF Rule 16 to meet obligatory expenses.

*Sd/-*  
(Ravinder Singh)  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/2/(9)/09-2FR

Dated 10<sup>th</sup> January, 2011

A copy is forwarded to Accountant General (A&E and Audit), Haryana Chandigarh for information and necessary action.

*Sd/-*  
(Ravinder Singh)  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy is forwarded to all the All the Financial Commissioners & Principal Secretaries to Government Haryana and all the Administrative Secretaries to Government Haryana for information and necessary action.

*Sd/-*  
(Ravinder Singh)  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

1. All the Financial Commissioners & Principal Secretaries to Government Haryana.
2. All the Administrative Secretaries to Government Haryana.

U.O. No. 4/2/(9)/09-2FR

Dated 10<sup>th</sup> January, 2011

A copy forwarded to the Principal Secretary/Additional Principal Secretary I & II/ Officers on Special Duty I, II/Senior Secretaries/Secretaries/Private Secretaries/Deputy Chairman Planning Board for the information of Chief Minister/Ministers/State Ministers/Chief Parliamentary Secretary/Deputy Chairman Planning Board, Haryana.

*Sd/-*  
(Ravinder Singh)  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

The Principal Secretary/Additional Principal Secretary I & II/ Officers on Special Duty I, II/Senior Secretaries/Secretaries/Private Secretaries to Chief Minister/Ministers/State Ministers/Chief Parliamentary Secretary/ Deputy Chairman Planning Board, Haryana.

*Sd/-*  
(Ravinder Singh)  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

U.O. No. 4/2/(9)/09-2FR

Dated 10<sup>th</sup> January, 2011.

\*\*\*\*\*

**Modified partly vide No. 4/2/(9)/09-2FR,  
dated 10.01.2011.**

**No. 4/2/(9)/09-2FR**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All the Heads of Departments in Haryana,  
All the Commissioners of Divisions,  
All Deputy Commissioners and  
All Sub Divisional Officers (Civil) in Haryana  
Registrar, Punjab & Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 15th October, 2010**

**Subject : Grant of refundable advance of Haryana Govt. employees include all personal religious ceremonies.**

Sir,

I am directed to refer to Finance Department Notification No. 4/4(2)/2003-2FR dated 09.05.06 on the subject noted above and to say that on reconsideration in the matter Govt. has decided to include all personal religious ceremonies performed occasionally such as Jagran, Akhand Path, Ramayan Path, Birthday, Marriage Anniversary etc. and the programmes relating to all religious to sanction the advance for the above mentioned purpose also under clause 3 of GPF Rules 15 on the same condition for sanction of advance as mentioned in clause-1 of GPF Rule 16 to meet obligatory expenses.

The necessary amendment in the relevant rules will be made in due course.

*Sd/-*

Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/2/(9)/09-2FR

Dated, Chandigarh, the 15-10-2010

A copy is forwarded to Accountant General (A&E and Audit) Haryana, Chandigarh for information and necessary action.

*Sd/-*

Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/2/(9)/09-2FR

Dated, Chandigarh, the 15-10-2010

A copy is forwarded to the Controller, Printing & Stationery, Haryana for information and necessary action.

*Sd/-*

Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy is forwarded to all the Financial Commissioners & Principal Secretaries, Haryana and all Administrative Secretaries to Government, Haryana for information and necessary action.

*Sd/-*  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All the Financial Commissioner & Principal Secretaries to  
Government, Haryana.  
All the Administration Secretaries to Government Haryana.

*Sd/-*  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

U.O. No. 4/2/(9)/09-2FR

Dated, Chandigarh, the 15-10-2010

A copy is forwarded to the Principal Secretary/Additional Principal Secretary-I, II/ Officers on Special Duty-I, II/Senior Secretaries/Secretaries/Private Secretaries to the Chief Minister/Ministers/Ministers of State/Chief Parliament Secretaries/Deputy Chairman Planning Board for information of Chief Minister/Ministers/Minister of State/Chief Parliament Secretaries/ Deputy Chairman, Planning Board, Haryana.

*Sd/-*  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

The Principal Secretary/Additional Principal Secretary-I, II/Officers on  
Special Duty-I, II /Senior Secretaries/Secretaries/Private Secretaries to  
Chief Minister/ Ministers/Ministers of State/Chief Parliament Secretaries/  
Deputy Chairman Planning Board Haryana.

U.O. No. 4/2/(9)/09-2FR

Dated, Chandigarh, the 15-10-2010

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**No. 4/2(9)/09-2FR**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Govt. Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners of Divisions,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
The Registrar, Punjab and Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 22nd December, 2009**

**Subject : Grant of refundable advance to Haryana Govt. employees for the purchase of Laptop.**

Sir,

I am directed to refer to Finance Department Notification No. 4/4(2)2003-2FR, dated 9-5-06 on the subject noted above.

It has considered and further decided by the Government that in the GPF rule 15 under clause 6 in the house hold items, laptop has been added alongwith various items such as television, video cassette recorder/video cassette player, washing machines, cooking rage, geysers, solar heater, solar energy generation set, invertors and computers etc.

Whereas in rule 16 under clause (1) the actual cost of the household item has been enhanced from Rs. 20000/- to 30000/- for their purchase.

The necessary amendment in the relevant rules will be made in due course.

*Sd/-*  
(Kusum)  
Joint Advisor Finance  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/2(9)/09-2FR

Dated, Chandigarh, the 22-12-2009

A copy is forwarded to Accountant General (A&E and Audit) Haryana, Chandigarh for information and necessary action.

*Sd/-*  
(Kusum)  
Joint Advisor Finance  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy is forwarded to the Controller, Printing & Stationery, Haryana for information and necessary action.

*Sd/-*  
(Kusum)  
Joint Advisor Finance  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy is forwarded to all the Financial Commissioners & Principal Secretaries, Haryana and all Administrative Secretaries to Government, Haryana for information and necessary action.

*Sd/-*  
(Kusum)  
Joint Advisor Finance  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All the Financial Commissioner & Principal Secretaries in Haryana State.  
All the Administration Secretaries to Government Haryana.

*Sd/-*  
(Kusum)  
Joint Advisor Finance  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

U.O. No. 4/2/(9)/09-2FR

Dated, Chandigarh, the 22-12-2009

A copy is forwarded to the Principal Secretary/Additional Principal Secretary-I, II & III/Officer on Special Duty-I, II & III/Senior Secretaries/Secretaries/Private Secretaries to the Chief Minister/Ministers/Ministers of State/Chief Parliament Secretaries/Deputy Chairman Planning Board for information of Chief Minister/Ministers/Minister of State/Chief Parliament Secretaries/ Deputy Chairman, Planning Board, Haryana.

*Sd/-*  
(Kusum)  
Joint Advisor Finance  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

The Principal Secretary/Additional Principal Secretary-I, II & III/Officer on Special Duty-I, II & III/Senior Secretaries/Secretaries/Private Secretaries to Chief Minister/Ministers/Ministers of State/Chief Parliament Secretaries/ Deputy Chairman Planning Board Haryana.

U.O. No. 4/2/(9)/09-2FR

Dated, Chandigarh, the 22-12-2009.

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**क्रमांक 4 / 3(3)83-2एफ0आर0(1)**

प्रेषक

वित्तायुक्त एव सचिव, हरियाणा सरकार,  
वित्त विभाग।

सेवा में

सभी विभागाध्यक्ष,  
आयुक्त अम्बाला, हिसार, रोहतक और गुडगांव डिवीजन तथा  
उपायुक्त और उपमण्डल, अधिकारी (सिविल) हरियाणा।  
रजिस्ट्रार पंजाब एण्ड हरियाणा हाईकोर्ट, चण्डीगढ़।

**दिनांक, चण्डीगढ़ 8.2.93 (8th February, 1993)**

**विषय:— सामान्य निधि खाता के सिद्धान्तों को मध्यनजर रखते हुए सामान्य निधि अग्रदान से संबंधित नियमों/हिदायतों की पालना।**

महोदय,

मुझे उक्त विषय पर आपका ध्यान पंजाब सी0एस0आर0 वाल्यूम II के चैप्टर 13 में सामान्य भविष्य निधि से संबंधित नियमों तथा इस सम्बन्ध में समय-समय पर वित्त विभाग द्वारा जारी हिदायतों की ओर दिलाते हुए यह कहने का निर्देश हुआ है कि सामान्य भविष्य निधि में राशि जमा करवाने का मुख्य उद्देश्य यही है कि कर्मचारी की सेवा के दौरान मृत्यु हो जाने पर या वृद्धावस्था में सेवा निवृत्ति होने पर उसे व उसके परिवार को वित्तीय असुविधाओं का सामना न करना पड़े परन्तु यह देखने में आया है कि कर्मचारियों द्वारा सामान्य भविष्य निधि से अधिक मात्रा में अग्रिम प्राप्त किया जा रहा है जिससे सामान्य भविष्य निधि में राशि जमा करवाने का उक्त उद्देश्य ही समाप्त हो जाता है।

अतः आपसे यह अनुरोध है कि कर्मचारियों की इस प्रवृत्ति पर अंकुश लगाने की दृष्टि से भविष्य में सामान्य भविष्य निधि से अग्रिम देने के लिए नियमों/सिद्धान्तों का दृढ़ता से पालन करे। इसके अतिरिक्त नियमों में ढील सम्बन्धी केवल वही मामले वित्त विभाग को भेजे जाये जो वास्तव में आवश्यक प्रकृति के हो। कृपया उक्त हिदायतों को सभी संबंधित के ध्यान में लाएं व इनकी दृढ़ता से पालना कराना सुनिश्चित करें।

भवदीय,

हस्ता:—

अवर सचिव, वित्त

कृते: वित्तायुक्त एव सचिव, हरियाणा सरकार  
वित्त विभाग।

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**No. 4/4(33)/83-2FR-I**

From

The Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Department,  
Commissioners Ambala/Hisar Divisions,  
Deputy Commissioners and  
Sub Divisional officers (Civil) in Haryana.  
The Registrar, Punjab and Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 12th January, 1984****Subject : Sanction of advances/withdrawals from Provident Fund - Overcoming the possibility of over-payment.**

Sir,

I am directed to invite a reference to Finance Department circular letter No. 4/3(5)/81-2FR-I dated the 23<sup>rd</sup> June, 1981 on the subject noted above and to say that it has come to the notice of the Government that G.P.Fund advances are sanctioned without verifying the balances at the credit of the subscribers. While forwarding the applications for the grant of Non-refundable advances to the Government by the Heads of Departments, correct particulars viz; closing balance of the latest G.P.Fund statement supplied by the Accountant General, Haryana and advances already sanctioned during the year by the Department, are not being recorded in the application form and this has resulted into minus balances in the G.P.Fund account of the subscribers. It has further been observed that copies of sanction to the grant of G.P.Fund advances/withdrawals are not being sent regularly as and when these are accorded by the sanctioning authorities to the Accountant General, Haryana. In certain cases debit vouchers are not received in the A.G. Office. The sanctioning authorities while sanctioning advances from the G.P.Fund account do not use financial prudence and sanction amount in excess of the amount in subscriber's account. In order to avoid excess payments/over-withdrawals by the individuals, it has been decided that applications for advances/withdrawals be made on the proforma prescribed vide letter under reference and the entries therein must be verified by the Head of Department/Office with seal and signatures. Similarly prescribed proforma should be used for according sanctions while sanctioning advances/withdrawals. Sanctioning authority should fully keep in view the rules and instructions issued from time to time on the subject and confirm the net balance at the credit of the subscriber to ensure that neither over payment is made nor undue amount is sanctioned to him. It should also be ensured that copies of the sanctions as well as the debit vouchers are invariably sent to the audit office.

2. I am therefore, to request that these instructions may be brought to the notice of all concerned for strict compliance. In case of default, responsibility may be fixed and strict action be taken against the officer/official concerned.

3. Kindly acknowledge the receipt of this letter.

Yours faithfully,

Sd/-

(S.L. DHANI)

Joint Secretary Finance (R),  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

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**क्रमांक 13805—टीए—हर(4/93—एस0ए)83/11371**

प्रेषक

आयुक्त एवं सचिव, हरियाणा सरकार  
वित्त विभाग।

सेवा में

हरियाणा राज्य के सभी विभागाध्यक्ष एवं  
आयुक्त, अम्बाला तथा हिसार मण्डल।  
सभी उपायुक्त तथा उप मण्डल अधिकारी (सिविल) हरियाणा।  
रजिस्ट्रार पंजाब तथा हरियाणा उच्च न्यायालय और  
सभी जिला सत्र न्यायाधीश हरियाणा।

**दिनांक, चण्डीगढ़ 18 नवम्बर, 1983 (18th November, 1983)**

**विषय :** सामान्य भविष्य निधि लेखा से अग्रिम राशियां गलत निकलवाने के सम्बन्ध में  
हिदायतें।

श्रीमान जी,

मुझे निर्देश हुआ है कि मैं आपका ध्यान उपरोक्त विषय की ओर दिलाऊं तथा कहूं कि महालेखाकार हरियाणा द्वारा इस विभाग के नोटिस में यह बात लाई गई है कि किसी आदान तथा वितरण अधिकारी ने अपने कार्यालय के कुछ कर्मचारियों की भविष्य निधि लेखा से अग्रिम राशियां गलत तरीके से निकलवा ली इस बात का सम्बन्धित कर्मचारियों को वर्ष 1981-82 की भविष्य निधि लेखा की विवरणियां प्राप्त होने पर पता लगा। इन कर्मचारियों ने अग्रिम राशि निकालने हेतु कभी आवेदन पत्र अपने कार्यालय में नहीं दिए थे। इसके अतिरिक्त एक अन्य केस में किसी एक कर्मचारी के भविष्य निधि खाते में से गलत तरीके से राशि निकलवा ली गई, जबकि वह कर्मचारी उस कार्यालय से कई वर्ष पूर्व स्थानान्तरित हो चुका था। इन गलतियों का पातक आदान तथा वितरण अधिकारी है, क्योंकि इस अधिकारी ने निम्न बिन्दुओं की ओर कोई ध्यान नहीं दिया, जिसके फलस्वरूप यह राशियां गलत तरीके से निकाली गई:-

1. इन बिलों को तैयार करने के उपरान्त इन्हें बिल पुस्तक में दर्ज नहीं किया गया। जैसा कि बजट मैनुवल के पैरा 12.3(2) में प्रावधान है।
2. भविष्य निधि की अग्रिम की स्वीकृति की प्रति हरियाणा सरकार को आगामी कार्यवाही हेतु भेजी गई।
3. पी0एफ0आर0 वाल्यूम 1 के नियम के अनुसार पे बुक में बैंक से राशि निकलवाने के बाद कोई इन्द्राज नहीं किया गया।
4. खजाना वारुचर खजाना कार्यालय से समय पर न प्राप्त किये गये और न ही उसका तालमेल सम्बन्धित रिकार्ड से किया गया जैसा कि पी0एफ0आर0 वाल्यूम 1 के नियम 2.31 में व्यवस्था है।

आपसे अनुरोध है कि इस बारे में अपने सभी अधीनस्थ आदान तथा वितरण अधिकारियों तथा संस्वीकृति दावा प्राधिकारियों को कड़ी हिदायतें दें कि भविष्य निधि लेखा में से अग्रिम राशि सरकारी खजाना से सम्बन्धित कर्मचारी के आवेदन पत्र प्राप्त होने पर तथा उपरोक्त बिन्दुओं के अनुसार कार्यवाही करके ज़ा की जाए ताकि फ़ाड को रोका जा सके।

भवदीय,

हस्ता/—

(रजनी राजदान)

निदेशक, खजाना तथा लेखा  
कृते: आयुक्त एवं सचिव, हरियाणा सरकार  
वित्त विभाग।

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**No. 12/1/05-WM(1)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments in Haryana,  
All Commissioners of Divisions in Haryana,  
The Registrar, Punjab & Haryana High Court, Chandigarh.  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
All District & Sessions Judges in Haryana State.

**Dated, Chandigarh, the 19th January, 2005****Subject : General Provident Fund schedules of the subscribers of All India Services.**

Sir,

I am directed to address you on the subject noted above and to say that as pointed out by Accountant General (A&E), Haryana, most of the departments of Haryana State, while preparing the General Provident Fund schedules of the subscribers of All India Services, erroneously book their General Provident Fund subscriptions under the head "8009-State Provident Fund-01-Civil-101 -GPF" instead of booking under the correct head "8009-State Provident Fund-01-Civil-104-AIS PF". As a result of booking under wrong head of accounts, the credits of the subscribers of AIS services are not credited in their accounts and these credits remain unposted and missing from the officers' General Provident Fund account. This leads to protracted correspondence by Accountant General (A&E), Haryana with the Drawing & Disbursing Officers for getting these missing credits adjusted in the concerned AIS officers' accounts.

2. It is, therefore, requested that this irregularity may be brought to the notice of all Drawing & Disbursing Officers working in the departments to prepare the General Provident Fund schedules of AIS subscribers separately and book it under the head 'AIS' besides embossing these AIS schedules with a stamp captioned as 'AIS Fund' so that General Provident Fund schedules of AIS subscribers could be accounted for in their respective accounts correctly and expeditiously.

3. Kindly acknowledge receipt.

Yours faithfully,

Sd/-

(S.R. Maurya)

Deputy Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finances Department.

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**No. 4/4/(47)/78-2FR(I)**

From

The Commissioner & Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments, Commissioners Ambala/  
Hisar Divisions, Deputy Commissioners and Sub  
Divisional Officers (Civil) in Haryana.  
The Registrar, Punjab and Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 23rd February, 1979****Subject : Correct preparation of the Provident Fund Schedules.**

Sir,

I am directed to invite a reference to Finance Department Circular letter No. 8054-1FR-69/27326, dated 3-10-1969, (copy enclosed for ready reference) and subsequent letters No. 6993-1FR-71/32396, dated 5-11-71, No. 2074-1FR-73/16861, dated 19-4-73, and No. 7148-7FR-74/9091, dated 18-3-75 with which instructions were issued for the correct preparation of Provident Fund schedules and for avoiding defects of common nature in their preparation from month to month. The Accountant General, Haryana has again brought it to the notice of the Government that the Provident Fund schedules are still not being prepared correctly by various Drawing and Disbursing Officers according to the Instructions already issued by the Govt. from time to time in this behalf. It is, therefore, once again emphasized that the instructions already issued for the correct preparation of the Provident Fund Schedules, may be followed rigidly. This can help in the proper maintenance of Provident Fund Accounts of the Subscribers.

These instructions may please be brought to the notice of all the Drawing and Disbursing Officers under your control and the receipt of this communication may also be acknowledged.

Yours faithfully,

Sd/-

(N.K. GARG)

Joint Secretary Finance

for Commissioner & Secretary to Govt., Haryana,  
Finance Department.

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Copy of letter **No. F.20(19)-E.V.(B)/73, dated 28.12.73** from Government of India, Ministry of Finance, Department of Expenditure to All State Governments and U.Ts. etc.

**Subject : Preparation of Schedules of Provident Fund deductions.**

The undersigned is directed to state that when a Government servant is admitted to General Provident Fund/Contributory Provident Fund, the Accountant General allots an account number in the series of the different Departments. In which he is working at the time of his admission to the fund and identifies the account by prefixing and suffixing the name of the Department. This is done with a view to facilitate postings in the individual ledger accounts with figures booked in the accounts of Government under G.P.F./C.P.F. head which are kept on a departmental basis. It may thus happen that because of transfer of Government servants from one department to another, the Government servants allotted with account numbers having a particular departmental series are on the rolls of an office of another department. At present, the names of all subscribers in an office are included by the drawing officer in a single schedule as the accounts are maintained by the same Accountant General. This is found to present some difficulties and results in delay in the matter of posting in the Provident Fund ledger accounts in the office of the Accountant General/

2. With a view to facilitate posting and efficient maintenance of Provident Fund Accounts, it is emphasized that separate schedules in respect of subscribers having different departmental prefixes should be prepared by the Drawing Officers for submission to the Accountant General.

3. The Ministry of Home affairs etc. are requested to bring the contents of this O.M. to the notice of the concerned authorities under them for compliance.

4. These orders issue in consultation with the Comptroller & Auditor General.

**HARYANA GOVERNMENT  
FINANCE DEPARTMENT**

**Endst. No. 159-7FR-74/3500**

**dated Chandigarh, 29th January, 1974**

A copy is forwarded to:-

- (i) All Heads of the Departments,  
Commissioners Ambala & Hisar Divisions and  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.
- (ii) The Registrar, Punjab and Haryana High Court and  
All District & Sessions Judges in the Haryana.  
for information and compliance.

*Sd/-*

Deputy Secretary, Finance (R),  
for Secretary to Government, Haryana,  
Finance Department.

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**No. 8054-1FR-69/27326**

From

The Commissioner for Planning & Finance  
and Secretary to Government, Haryana,  
Planning and Finance Department.

To

All Heads of Departments,  
Commissioner, Ambala Division,  
All Deputy Commissioners and  
Sub Divisional Officers.  
The Registrar, Punjab/Haryana High Court and  
All District and Session Judges in Haryana.

**Dated, Chandigarh, the 3rd October, 1969****Subject : Printing/cyclostyling of Provident Fund Schedules.**

Sir,

I am directed to refer to Finance Department Circular letter No. 6398-1FR-68/17906, dated the 18<sup>th</sup> December, 1968, on this subject and state that with the introduction of the Compulsory General Provident Fund Scheme with effect from the 1<sup>st</sup> May, 1969, the number of subscribers has increased manifold and, therefore, further instructions to improve the preparation of these schedules are given below:—

- (i) Separate schedules for subscribers to the General Provident Fund and for those who contribute to the Contributory Provident Fund should be prepared;
- (ii) As far as possible, printed forms of schedules should be used;
- (iii) The Schedules should be filled in ink and not in pencil. In the case of large establishments and in other offices, if possible, the name and accounts numbers of the subscribers should be got cyclostyled;
- (iv) The names and accounts numbers in the Schedules should be entered in the serial order (e.g., HR-Medical. 312 should appear after Hr-Medical. 310 and so on);
- (v) Whenever there is any change in the amount of subscription/contribution, the fact should be indicated in the "Remarks" column of the Schedules, notwithstanding that separate intimation of this change is sent to this office, by letter;
- (vi) The totals of the schedules should be carefully checked and tallied with the amount shown as recovered in the pay bills;
- (vii) The subscription/contribution and refunds of temporary advances should be distinctly shown in the Schedules and should not be lumped together. Information regarding the instalments recovered, total number of instalments in which the advance is to be recovered should also be noted (e.g. the 7<sup>th</sup> instalment of a temporary advance of Rs. 500/- recoverable in 20 instalments should be shown as "7/20 instalment of advance of Rs. 500/-").
- (viii) With a view to locating the accounts numbers of the subscribers in the event of schedules being lost/misplaced in transit, accounts numbers of the subscribers should also be noted in the remarks colon of the pay bills etc.

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- (ix) At the foot of each Provident Fund Schedule, under the heading "Variations" accounts numbers (only) of those cases should be noted where there has been any change (e.g., increase or decrease in the rates of subscription contribution or where no contribution has been made for any valid reason or where the name of the subscriber has appeared for the first time or a subscriber has been transferred, retired, etc.) reasons may be indicated briefly. This will facilitate comparison with the schedules of past months and ensure the correct posting of accounts in the Accountant General's Office.
- (x) Every precaution should be exercised to ensure that correct account numbers/names have been entered in the schedules. To eliminate or reduce accidental errors or omissions where cyclostyling as suggested at (iii) above is not possible, the completed form may be got. typed with as many copies as possible. In the subsequent month, the copy of the previous month's form should be used, corrections being cross-linked with notes under variations as at (ix) above.

2. I am further to request that receipt of this communication may be acknowledged.

Yours faithfully,

*Sd/-*

(J.R. Dhingra)

Deputy Secretary Finance (R),  
for Commissioner for Planning and Finance  
and Secretary to Government, Haryana,  
Planning & Finance Department.

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**No. 4/4(18)2004-2FR**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All the Heads of Departments,  
Divisional Commissioners,  
Deputy Commissioners and  
SDOs (Civil) in Haryana.  
The Registrar, Punjab & Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 5th April, 2005**

**Subject : Appraisal report regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P.F. accounts of the Subscribers in the office of Accountant General, Haryana.**

Sir,

I am directed to invite a reference on the subject cited above and to say that Accountant General, Haryana (A&E) has intimated that as a result of appraisal of the various inputs received from the State Government Departments for the purpose of maintenance of the G.P.F. accounts of the subscribers various difficulties are being experienced because a number of deficiencies have been noticed which are mentioned in the 'Annexure' to this letter. These deficiencies have not only lead to discrepancies in the accounts of the subscribers but also some time leads to the zero/minus balance in the accounts which is most deplorable and must be avoided. You are, therefore, requested that suitable measures be taken to ensure that the deficiencies are avoided in future and also to recover the excess amount withdrawn from the G.P.F. account alongwith penal interest. You may also issue suitable instructions to the Controlling Officers/DDOs working under your control to ensure that:

- (i) In future G.P.F advances/part final withdrawals be sanctioned by the respective competent sanctioning authorities on the basis of original G.P.F. statement or duplicate statement issued by Accountant General, Haryana, with an attested copy thereof and not on the basis of attested statement or the statement downloaded from the software maintained in the office of Accountant General, strictly in accordance with the provisions of G.P.F. rules after satisfying themselves about the availability of correct balances in G.P.F. accounts of the respective subscribers subject to their eligibility and limitations prescribed under G.P.F. rules. After the sanction is issued the original statement or the duplicate statement, as the case may be, be returned to the official concerned if he requires the same and attested statement be kept in the record. DDOs should invariably send the copy of the sanctions to Accountant General, Haryana (A&E), Chandigarh as well as attach an attested copy of the same with the bills;
- (ii) D.A. arrears may be drawn by the current DDOs of the subscriber/employee after obtaining necessary due/drawn statement of such employee from the erstwhile DDOs on his transfer out of his jurisdiction or they should indicate the period to which the D.A. relates in the Schedule to be sent to the office of Accountant General, Haryana to avoid chances of overdrawl;

- (iii) G.P.F. Schedules of All India Service (AIS) subscribers he prepared separately and booked under the correct head of account i.e. "8009-State Provident Fund-01-Civil-104-AIS PF";
- (iv) The discrepancies in the Schedules be avoided and quarterly reconciliation of credits and debits of the subscribers under their control is conducted with the books of Accountant General (A&E) Haryana. The sanctioning authorities should also send a consolidated list of advances/withdrawals sanctioned by them to the Head of their Department quarterly commencing from April of each financial year mentioning therein complete details of advances/withdrawals such as name of subscriber, G.P.F. account number, amount and purpose for verifying the actual debit of advances/withdrawals to the concerned G.P.F. account etc. of the subscriber. The Head of Department will consolidate the advances/withdrawals sanctioned by the subordinate offices including advances, withdrawals sanctioned by them and the Administrative Department and the same shall be reconciled with the office of Accountant General, Haryana;
- (v) The old records of the erstwhile Corporations/Boards/Undertakings may be traced out from the custodians of such records.

2. Kindly acknowledge the receipt of this letter.

Yours faithfully,

*Sd/-*  
(Vijay Singh Yadav)  
Deputy Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

Endst. No. 4/4(18)2004-2FR

Dated, Chandigarh, the 5<sup>th</sup> April, 2005

A copy (with ten spare copies) is forwarded to the Accountant General, (A&E) Haryana, Chandigarh with reference to his letters No. DAG(A)Sectt/04-05/115 dated 2.11.04, Fds.I/Seminar/04-05/880-901 dated 9.12.04, Funds.01/AS-9/04-05/944,945,946 dated 10-1-05, Funds-I/AS-9/04-05/1033 dated 7/8-2-05 and No. Fund.I/Seminar/04-05/1075 dated 23-2-05 for information and necessary action.

2. He is requested to do the needful as under:

- (i) Mention date of birth of the official in the G.P.F Statement;
- (ii) Supply a copy of G.P.F. Statement preferably in the month of May or earlier;
- (iii) Try to reconcile the complete G.P.F Accounts after every five year or earlier, as may be decided by him, and complete statement for those years may be supplied to officers/officials concerned through the DDOs/HODs concerned.

*Sd/-*  
(Vijay Singh Yadav)  
Deputy Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

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A copy is forwarded to all the Financial Commissioner & Principal Secretaries & all the Administrative Secretaries to the Government of Haryana for information and necessary action.

*Sd/-*  
(Surinder Mohan)  
Superintendent F.R,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All the Financial Commissioner & Principal Secretaries &  
all the Administrative Secretaries to Government, Haryana.

U.O. No. 4/4(18)2004-2FR

Dated, Chandigarh, the 5<sup>th</sup> April, 2005

A copy is forwarded to the Principal Secretary/Additional Principal Secretary I & II/  
OSD I & II/Senior Secretaries/Secretaries/Private Secretaries to the Chief Minister/Deputy Chief  
Minister/Ministers for the information of Chief Minister/Deputy Chief Minister/Ministers, Haryana.

*Sd/-*  
(Surinder Mohan)  
Superintendent F.R,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

The Principal Secretary/Additional Principal Secretary I & II/OSD I & II/  
Senior Secretaries/Secretaries/Private Secretaries to the Chief Minister/  
Deputy Chief Minister/Ministers, Haryana.

U.O. No. 4/4(18)2004-2FR

Dated, Chandigarh, the 5<sup>th</sup> April, 2005.

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**ANNEXURE**

Deficiencies noticed in the inputs received from the State Government Departments in maintaining G.P.Fund Accounts of the Subscribers in the office of Accountant General, Haryana (A & E).

- (i) Missing credits are occurring due to misclassification and other discrepancies of name and G.P.F. account number in the G.P.F. deduction Schedules sent by the DDOs;
- (ii) In the absence of any authentic collateral evidence in the cases of employees of closed State PSUs, the difficulty is being faced in adjustment of their missing credits;
- (iii) In certain cases G.P.F. Advance(s)/Withdrawal(s) are sanctioned in excess of the balances available in G.P.F. accounts of the Subscribers by the sanctioning authorities thereby resulting into overdrawal of G.P.F amounts/ minus balances in the accounts of the Subscribers;
- (iv) In certain cases DDOs either do not send the copies of GPF Advances/Non Refundable advances sanctioned to the Subscribers or do not attach attested copies of the sanctions with the bills. As a result thereof the office of Accountant General, Haryana is not able to keep a strict watch on the actual drawal of advance(s) and the risk of overpayments from G.P.F. accounts always exists.
- (v) In certain cases more than 2 credits of D.A. drawn by different DDOs under whom the Subscriber happened to work for fraction of period are appearing in their accounts because the concerned DDOs while preparing Schedules either do not indicate the period to which D.A. relates or same period of D.A. is recorded in the different Schedules sent by different DDOs pertaining to the same Subscriber. Hence the chances of over drawal/double drawal of D.A. in such cases cannot be ruled out.
- (vi) In large number of cases while preparing G.P.F Schedules of Subscribers of All India Services (AIS), their subscriptions are booked erroneously under the wrong head of account as a result of which the credits of the subscribers of AIS are not credited in their accounts. This leads to protracted correspondence with the DDOs.

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**No. 4/4(16)86-2FR-I**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All the Heads of the Departments,  
All the Divisional Commissioners,  
Deputy Commissioners and  
S.D.Os. (Civil) in Haryana.  
The Registrar, Punjab & Haryana High court, Chandigarh.

**Dated, Chandigarh, the 25th November, 2002****Subject : Appraisal report regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining GPF accounts of the subscribers in the office of Accountant General, Haryana.**

Sir,

I am directed to refer to Finance Department's letter No. 4/4/(16)86-2FR-I, dated 5th July, 1995 on the subject cited above and to say that Accountant General, Haryana has again pointed out that the instructions issued vide Finance Department's letter referred to above are not being followed in true spirit by a large number of DDOs and the deficiencies listed in annexure A&B (enclosed) still continue to persist in the inputs i.e. GPF Schedules and final payment applications etc.

2. You are, therefore, requested again that the suitable instructions may be issued to all the Controlling Officers and DDOs under your control to ensure that these deficiencies are removed/ avoided in future while preparing/ sending inputs to the office of Accountant General, Haryana and that the complete information/documents are furnished.

3. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

Deputy Secretary Finance (R)  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

No. 4/4(16)86-2FR-I,

Dated, Chandigarh, the 25th Nov., 2002

A copy is forwarded to the Accountant General (A&E) Haryana, Chandigarh w.r.t. his letter No. Funds I/AS-9/2002-03/219, dated 26-8-2002 and No. Funds I/AS-9/2002-03/252, dated 18-9-2002 for information and necessary action.

*Sd/-*

Deputy Secretary Finance (R)  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy is forwarded to:-

1. All the Financial Commissioners to Government Haryana.
2. All Administrative Secretaries to Govt. Haryana for information.

*Sd/-*  
Deputy Secretary Finance (R)  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

1. All the Financial Commissioners to Govt. Haryana.
2. All the Administrative Secretaries to Govt. Haryana.

U.O. No. 4/4(16)86-2FR-I,

Dated, Chandigarh, the 25th Nov., 2002

A copy is forwarded to the Principal Secretary/Special Principal Secretary/Addl. Principal Secy./Dy. Principal Secy./O.S.D./Senior Secretaries/Secretaries/Private Secretaries to the Chief Minister/Ministers/State Ministers/Chief Parliamentary Secretary for the information of the Chief Minister/Ministers/State Ministers/Chief Parliamentary Secretary.

*Sd/-*  
Deputy Secretary Finance (R)  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

The Principal Secretary/Special Principal Secretary/ Addl. Principal Secretary/Dy. Principal Secretary/O.S.D./Senior Secretaries/Secretaries/Private Secretaries.

U.O. No. 4/4(16)86-2FR-I

Dated, Chandigarh, the 25th Nov., 2002.

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**ANNEXURE 'A'****Common deficiencies noticed in GPF Schedules.**

1. Indication of wrong Account Nos. or name of the subscribers in GPF Schedules.
2. Non-quoting of Account Nos. in the GPF schedules.
3. Non deletion of name of the subscribers from GPF schedules in respect of the persons transferred to other Drawing & Disbursing Officers.
4. Non-deletion of refund of advance from the GPF schedules in respect of cases where recovery of advance is completed.
5. Interchange of subscription from 'A: to '13' and 'B' to 'A'.
6. Non preparation of GPF schedules with reference to deductions in pay Bills.
7. Difference in totals of GPF schedules.
8. Non-quoting of Basic Pay of the subscribers in GPF schedules.
9. Non-preparation of separate GPF schedules for MS Officers.
10. Non-indication of subscription of. AIS Officers as 'MS Provident Fund' in column Classification by A.G.' of Pay Bills.
11. Non-preparation of GPF schedules in ascending order of Account Nos.
12. Non-indication of old and new official , address in the schedules against Account Nos./names of the subscribers transferred from one establishment to the other or new corners on transfer from other establishment.



**ANNEXURE 'B'****Information/documents to be furnished duly filled in the prescribed form for the GPF final Payment.**

1. Name of the subscriber with designation, P.F. Account No. held by him, Date of Retirement/Date of Death etc.
2. Last Fund Deduction, Details of advances/withdrawals during last 12 months of service.
3. List of family members (in death cases).
4. Name of the treasury from where the payment is desired.
5. Address of the subscriber/claimant.
6. Guardianship Certificate where the payment is to be made to minor children and there is no natural guardian alive.
7. Succession Certificate where no nomination subsists and the payment is to be made to the persons other than family members of the deceased subscriber.

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**GOVERNMENT OF HARYANA**  
**Finance Department**  
**No. 4/4(14)/81-2FR-I**

To

All the Heads of Departments,  
All the Divisional Commissioners,  
Deputy Commissioners and  
SDO (Civil) in Haryana.  
The Registrar, Punjab & Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 10th November, 2000**

**Subject : GPF subscriptions - procedural instructions to overcome the problems associated with missing credits.**

Sir,

I am directed to invite your attention to the subject cited above. It has been observed during interaction with the Accountant General (A&E), Haryana that certain employees face the problem of missing credits at the time of finalization of their GPF accounts being maintained by the office of AG. The matter has been further discussed with the AG office and following instructions are issued in this respect:-

- (i) All the Drawing & Disbursing Officers (DDOs) should ensure that the information sent to the Accountant General office in respect of deductions made from the salary of the employees towards GP Fund subscriptions should be correctly reflected while sending statements to the office of AG. The DDOs should either issue verified annual salary statements or verify the pay book entries maintained by the employees themselves in respect of the employees working in their offices as a part of permanent record to be available with the concerned employees.
- (ii) All the employees are advised to ensure that the Nomination Forms filled up by them in respect of their GP Fund accounts are up-dated from time to time as and when a necessity arises for the same.
- (iii) Since the GPF accounts have been computerized and details of monthly subscriptions from salary and other subscriptions (for example the arrears on account of DA) are given in detail in the GPF statements being issued annually by the Accountant General Office, the employees must ensure that they get their annual GPF statement and report the missing credits if any, immediately to the office of AG. While bringing the matter to the notice of AG office, a copy of the salary statement for the year, duly verified by the DDO, should be supplied to the AG office so that necessary corrections are made and revised GPF statement is issued. This would help in up-dating the GPF balances standing in the accounts of the employee concerned at the first stage itself and obviate any chances of reconciliation of old accounts at a later stage.
- (iv) Notwithstanding the procedure mentioned in (i) above, there may be some cases of missing credits keeping in view the sheer large number of accounts being maintained by the office of AG in the matter. It is, therefore, advisable

that all the employees should maintain their pay books or prepare annual GPF statements clearly showing the deductions made from the salary for subscription to their GPF accounts. In both these cases i.e. the pay book or the stand alone salary statement should be got verified from the DDO. Such duly verified salary statements or pay books would be a valid document for claiming correction of missing credits at any given point of time as the same would be acceptable as a valid/ authentic proof of the subscriptions made by or on behalf of the employee.

The above instruction may be brought to the notice of all the Drawing & Disbursing Officers in the State and employees of the State Government subscribing to the GPF accounts.

Yours faithfully,

*Sd/-*

(Balwant Singh)

Under Secretary Finance (R)

for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

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**No. 4/4(16)86-2FR-I**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioner, Ambala/Hisar/Rohtak and Gurgaon Divisions,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
The Registrar, Punjab & Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 17th March, 1994**

**Subject : Quarterly Appraisal Reports regarding deficiencies noticed in the input received from the departments for the purpose of maintaining G.P.Funds Accounts of the subscribers in the office of the Accountant General, Haryana.**

Sir,

In continuation of F.D. letter No. 4/4(16)86-2FR-I, dated 18.12.92 on the subject noted above, I am directed to state that to rectify the deficiencies in the inputs i.e. G.P.Fund schedules, Final Payment applications etc., instructions are not being followed in true spirit by a number of D.D.O.'s. The defects in the inputs are still recurring. These are:-

1. Incorrect totaling of schedules.
2. Not preparing separate schedules in respect of subscribers having different departmental prefixes.
3. Not recording the reasons for non-recovery as well as particulars of additions, if any, such as "come on transfer from \_\_\_\_\_ (name of the office) \_\_\_\_\_ new subscriber etc." against the concerned item in the Remarks column in the schedule.
4. Sometimes not attaching the schedule with vouchers.
5. Not depicting the correct account number of the subscribers in the schedules and not writing the name of the subscribers legibly or correctly.
6. Not depicting the details of advances/withdrawals and L.F.D. in Final Payment Applications.
7. Sometimes not attaching (i) indemnity bond (ii) succession certification and (iii) guardianship certification with final payment applications.
8. Not countersigning the Final Payment Applications by the Head of Office/Department.

You are therefore requested to ensure that the above deficiencies are removed/avoided in future while sending/preparing G.P.Fund Schedules and final payment applications to A.G., Haryana.

*Sd/-*

Under Secretary Finance (R),  
for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

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**No. 4/4(16)/86-2FR-I**

From

The Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

To

All Head of Departments,  
Commissioner, Gurgaon, Rohtak, Ambala, Hisar Division,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
Registrar, Punjab and Haryana High Court, Chandigarh

**Dated, Chandigarh, the 9th April, 1991**

**Subject : Quarterly Appraisal Reports regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P.Fund accounts of the subscribers in the office of A.G. Haryana.**

Sir,

In continuation of F.D. letter No. 4/4(16)86-2FR-I dated 18.10.89 on the subject noted above, I am directed to state that the Accountant General Haryana has again pointed out that the instructions issued vide F.D. letter referred to above to rectify the deficiencies in the inputs i.e. G.P.Fund schedules, Final payment applications etc. are not being followed in true spirit by the D.D.O's concerned. The defects in the inputs are still recurring. They include:-

1. not attaching the schedules with vouchers.
  2. not noting the P.F. account numbers.
  3. noting incorrect account numbers.
  4. not noting the series to which the account number belongs.
  5. not writing the name of the subscribers legibly or correctly.
  6. wrong totaling of the G.P.Fund schedules.
  7. not preparing the schedules in serial order of G.P.Fund account number.
  8. not regularly affecting the recoveries of advances from the pay bills of subscribers.
  9. not depicting the details of advances/withdrawals and L.F.D in Final payment applications.
  10. not countersigning the final payment applications by the Head of office/department.
2. You will appreciate that if the drawing and disbursing officers take no interest in removing these defects, the input data fed into the system is deficient and the system cannot be made to deliver the goods for maintaining the accounts of the subscribers correctly and efficiently in A.G.'s office with the result that the subscribers have to suffer.

3. It is, therefore, again requested that suitable instructions be issued to all the Controlling Officers and Drawing and Disbursing Officers under your control to ensure that those

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deficiencies are removed/avoided in future while sending/preparing the G.P.Fund schedules and final payment application to A.G. office. Compliance of these instructions may kindly be watched by you as well as by other Controlling Officers.

4. Kindly acknowledge receipt of this letter.

*Sd/-*  
(R.P. Sukhija)  
Deputy Secretary Finance (R)  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

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**No. 68/2/2001/FD/Pension/SAP**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Department,  
Commissioners of Divisions,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana States  
The Registrar, Punjab and Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 23rd January, 2003****Subject : Time schedule for payment of retiral benefits to the retiring Government employee on the date of his retirement.**

Sir,

I am directed to invite a reference to the instruction of the Finance Department bearing No. 68/2/2001/FD/Pension/SAP, dated 3.1.2002 on the subject noted above and to say that it has been brought to the notice of the Government by the Accountant General (A&E) Haryana that instructions regarding Stoppage of contribution towards GPF prior to six months of the retirement of subscriber is not being followed by most of the DDOs and in some cases, the subscribers are allowed to subscribe even upto the month of retirement. Such practice leads to delay in settlement of subscribers claims besides creating enormous grievances in their minds as such unauthorized contribution do not qualify for interest also.

2. It is, therefore, requested that all the DDO(s) under your control may please be directed to follow the above instruction and also all other instructions of the Finance Department on the subject, so that desired objective of prompt and timely settlement of subscriber's claim could be achieved.

3. The above instructions may please be got noted and brought to the notice of all the DDO(s)/officers/officials dealing with the pension cases under your control for strict compliance.

Yours faithfully,

Sd/-

Under Secretary Finance (Pension)  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

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**No. 4/4(5)-88-2FR-I**

From

The Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala/Hisar Divisions,  
Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
The Registrar, Punjab and Haryana, High Court, Chandigarh.

**Dated, Chandigarh, the 24th May, 1988**

**Subject : Payment of General Provident Fund balance of the deceased employee as per court orders.**

Sir,

I am directed to invite a reference to rule 13.30 of Punjab C.S.R. Volume-II wherein it is provided that when the General Provident Fund amount became payable and if a nomination made by the subscribers in favour of a member or members of his family subsists, the amount standing to his credit in the fund or the part thereof to which the nomination relates shall be payable to his nominee or nominees in the proportion specified in the nomination. This matter has been under the consideration of the Government for some time past and after careful consideration it has now been decided that payment of provident fund money in accordance with the nomination earns a valid discharge for the Government but if the court of law decrees that payment should be made to persons other than the nominee(s) before actual payment has been made to the nominee(s), the order of the Court will have to be complied with.

Yours faithfully,

*Sd/-*

(J.P. NARANG)

Joint Secretary Finance (R),  
for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

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**No. 4/4(37)/85-2FR-I**

From

The Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All the Head of Departments,  
Commissioners Ambala/Hisar Divisions,  
Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
Registrar, Punjab & Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 9th February, 1988**

**Subject : Payment of share of Provident Fund money on behalf of their minor children to their father in case of death of female Government servant.**

Sir,

I am directed to invite a reference to the subject noted above and to say that in practice a person other than a Hindu widow receiving payment of General Provident Fund money on behalf of the minor children has to produce guardianship Certificate for payment exceeding Rs. 5000/- or Indemnity Bond for payment of Rs. 5000/- or for first 5000/- of payment exceeding Rs. 5000/-. It has been noticed that this causes hardship to the claimant/minor children as the payment of share of minor children is unnecessarily delayed. The matter has been under the consideration of the Government for some time past and after careful consideration it has now been decided that father of the minor children is entitled to receive share of Provident Fund money on behalf of the minor children irrespective of the amount involved without production of Guardianship Certificate/Indemnity Bond unless there is anything concrete to show that interest of the father are adverse to those of minor children.

Yours faithfully,

*Sd/-*

(J. P. Narang)

Joint Secretary Finance (R),  
for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

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**No. 4/4(29)/78-2FR-I**

From

The Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Department,  
Commissioners Ambala/Hisar Divisions,  
All Deputy Commissioner and  
Sub Divisional officers (Civil) in Haryana.  
The Registrar, Punjab and Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 19th July, 1983**

**Subject : Execution of Indemnity Bond for drawal of Provident Fund Balance.**

Sir,

I am directed to invite a reference to Finance Department circular letter No. 4/4(29)/78-2FR-I, dated the 14<sup>th</sup> September, 1978 on the above subject and to say that the matter of prescribing a form of indemnity Bond for drawal of Provident Fund Balance up to the extent of Rs. 5000/- by a person other than the minor child/children of deceased subscriber has been under consideration of the Government for some time past. After careful consideration it has been decided to introduce the enclosed form for the said purpose.

Yours faithfully,

*Sd/-*  
(S.L. DHANI)  
Joint Secretary Finance (R)  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

No. 4/4(29)/78-2FR-I

Dated, Chandigarh, the 19<sup>th</sup> July, 1983

A copy is forwarded to the Accountant General, Haryana, Chandigarh, for information and necessary action with reference to his letter No. Funds-I/ASI/80-81/5311 dated the 20<sup>th</sup> June, 1980

*Sd/-*  
(S.L. DHANI)  
Joint Secretary Finance (R)  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

**Contd...**

**Encl...**

**Form of Bond of Indemnity for drawal of provident fund money due to the minor child/children of deceased subscriber by a person other than his/her/their natural guardian (to the extent of Rs. 5,000/-)**

KNOW ALL MEN by these presents we (a) (Full name of the claimant(s) with place(s) of residence) son/daughter/wife of \_\_\_\_\_ resident of \_\_\_\_\_ (hereinafter called 'obligor') (b) (1)(Name and address of the sureties) son/daughter/wife of \_\_\_\_\_ resident of \_\_\_\_\_ and (b) (2) \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ resident of \_\_\_\_\_ (hereinafter called the 'sureties') on her/his/their behalf are held and firmly bound jointly and severally to the Governor of Haryana (hereinafter called the Government). In the sum of Rs. \_\_\_\_\_ (in words and figures) to be paid to the Government or his successors or assigns for which payment to be well and truly made, the said obligor and sureties do hereby bind themselves jointly and severally by these presents.

Signed this day of \_\_\_\_\_ one thousand nine hundred and \_\_\_\_\_.

WHEREAS (c) (Name of the deceased) \_\_\_\_\_ was at the time of his death a subscriber to the General/Contributory Provident Fund and whereas the said (c) \_\_\_\_\_ died on the day of \_\_\_\_\_ one thousand nine hundred and \_\_\_\_\_ and a sum of Rupees \_\_\_\_\_ (in words and figures) payable by Government on account of his General/Contributory Provident Fund accumulations.

AND WHEREAS the above bounden obligor claim(s) (a) the said sum on behalf of the minor child/children of the said (c) \_\_\_\_\_ but has/have not obtained a guardianship certificate.

AND WHEREAS obligor(s) has/have satisfied the (d) (Name & designation of the officer \_\_\_\_\_ (officer concerned) that he/she/they is/are entitled to the aforesaid sum and it would cause undue delay and hardship if the obligor were required to include the guardianship certificate. AND WHEREAS Government desire to pay the said sum to the obliger but under Government Rules and orders. It is necessary that the obligor should first execute a bond with two sureties to indemnify Government against all claims to the amount so due as aforesaid to the said (c) \_\_\_\_\_ (deceased) before the said sum can be paid to the obligor which the obligor and at his/her request the sureties have agreed to do.

NOW THE CONDITION OF this bond is such that if after payment has been made to the obligor, the obligor or sureties shall in the event of a claim being made by any other persons against Government with respect of the aforesaid sum of Rs. \_\_\_\_\_. Refund to Government the sum of Rupees \_\_\_\_\_ and shall otherwise indemnify and keep the Government harmless and indemnified from all liabilities in respect of the aforesaid sum an all costs incurred in consequence of any claim thereto THEN the above written bond or obligations shall be void but otherwise the same shall remain in full force, effect and virtue.

The Government have agreed to bear the stamp duty, if any chargeable, on these presents.

IN WITNESS WHEREOF the obligor and the surety/Sureties hereto have set and subscriber their respective and hereunto on the day, month and year above written.

Signed by the above named 'Obligor' in the presence of

1. \_\_\_\_\_
2. \_\_\_\_\_

(Signature of the obligor)

Signed by the above named 'Surety/Sureties'

1. \_\_\_\_\_

2. \_\_\_\_\_

(Name and designation of witness)  
In the presence of

Accepted for and on behalf of the Governor of Haryana.

Name & Designation of the officer directed or  
Authorised, in presence of article 299(1) of the  
Constitution to accept the bond for and on behalf  
of the Governor of Haryana.

\* Strike our words not required.

@ Here insert "to be entitled to" as guardians as the case may be.

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**HARYANA GOVERNMENT  
FINANCE DEPARTMENT****NOTIFICATION****The 13th August, 1981**

**No. 64/30/80-3FDII/3503.**— In exercise of the powers conferred by Sub-section (2) of Section 8 of the Provident Funds Act, 1925, the Governor of Haryana hereby directs that the provisions of the said Act except section 6A shall apply to the Y.M.C.A. Institute of Engineering, Faridabad added to the schedule to the said Act vide Haryana Government, Finance Department, Notification No. 64/30/80-3FDII, dated the 6<sup>th</sup> May, 1981.

T. K. Banerji  
Commissioner & Secretary to Govt., Haryana,  
Finance Department.

No. 64/30/80-3FDII/3503,

Dated, Chandigarh, the 13<sup>th</sup> August, 1981

Copies are forwarded to:-

All Heads of Departments,  
Commissioners of Ambala and Hissar Division  
Sub Divisional Officer (Civil) in Haryana  
The Registrar, Punjab and Haryana High Court, Chandigarh  
for information and necessary action.

*Sd/-*  
Under Secretary Finance Development,  
for Commissioner & Secretary to Govt., Haryana,  
Finance Department.

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**No. 1889-1FR-69/12851**

From

The Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning & Finance Department.

To

All the Heads of Departments,  
Commissioner, Ambala Division,  
Deputy Commissioners &  
Sub Divisional Officers in the State.  
The Registrar, Punjab and Haryana High Court,  
All District and Session Judges in the State.

**Dated, Chandigarh, the 20th May, 1969**

**Subject : Indication of General Provident Fund Account numbers in the Service Books.**

Sir,

I am directed to invite a reference to Finance Department circular letter No. 4249-(IV)-FRI-66/16534, dated the 24<sup>th</sup> September, 1966 (copy enclosed) on the subject noted above and say that it was indicated therein that as soon as a Govt. servant is admitted to the Provident Fund, the account number allotted to him should invariably be noted in his service-book at a prominent place preferably on the second or third page. I am to request that instructions may be strictly followed by all concerned especially in view of the introduction of the Scheme of compulsory contributions to the General Provident Fund by the employees of the Haryana Government from their pay of May, 1969 to be paid in June, 1969.

2. I am further to request that receipt of this communication be acknowledged.

Yours faithfully,

*Sd/-*

Deputy Secretary Finance (R),  
for Commissioner for Planning & Finance  
and Secretary to Government, Haryana,  
Planning and Finance Department.

No. 1889-1FR-69/12582

Dated, Chandigarh, the 20<sup>th</sup> May, 1969

A copy is forwarded to the Accountant General, Haryana, Simla, for information with reference to his letter No. Fbs. Pb.1/AS-11-12/278 dated the 24<sup>th</sup> April, 1969.

By order,

*Sd/-*

Deputy Secretary Finance (R),  
for Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning and Finance Department.

A copy is forwarded to the :-

- (i) Financial Commissioners, Revenue, Haryana,
- (ii) All Administrative Secretaries to Government, Haryana,  
for information and necessary action.

*Sd/-*  
Superintendent Finance Regulations  
for Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning and Finance Department.

To

- (i) Financial Commissioners, Revenue, Haryana,
- (ii) All Administrative Secretaries to Government, Haryana,

U.O. No. 1889-1FR-69/

Dated, Chandigarh, the 20<sup>th</sup> May, 1969

A copy is forwarded to the Secretaries/Private Secretaries to the Chief Minister/  
Ministers, in the Haryana State.

*Sd/-*  
Superintendent Finance, Regulations  
for Commissioner Planning & Finance and  
Secretary to Government, Haryana,  
Planning & Finance Department.

To

The Secretaries/Private Secretaries to Chief Minister/  
Ministers in the Haryana State.

U.O. No. 1889-1FR-69/

Dated, Chandigarh, the 20<sup>th</sup> May, 1969.

**Contd.**  
**Encl.**



Copy of letter **No. 4249-(4)-FRI-66/16534 dated 24th September, 1966** from the Secretary to Govt., Punjab, Finance Department, to all Heads of Department, Registrar of High Court, Commissioners of Divisions of Sessions Judges and Deputy Commissioners in the Punjab and copy endst. to the A.G. Punjab, Simla.

**Subject : Indication of Provident Fund account number in the service Book of a subscriber.**

Sir,

I am directed to address you on the subject noted above and to state that it has been observed in most of the cases of the transfer of Government servants from one office to another, that the Provident Fund Account numbers are not specifically mentioned in their L.P.C. despite the fact that the L.P.C. form clearly requires this to be shown. As a result of this omission the new Heads of offices of such transferees are unable to note the Provident Fund Account numbers in the Provident Fund schedules. Thus a good number of Provident Fund credits remain unadjusted in the subscribers accounts for considerably long periods. Besides, increasing the number of miscellaneous unposted items, this leads also to avoidable correspondence all round.

2. As a remedial measure it has been decided that as soon as a Government servant is admitted to the Provident Fund, the Provident Fund account number allotted to him should invariably be noted in his service book. This account number should be entered on the right hand top of page 1 of the service book by means of a rubber stamp or in red ink at a prominent place preferably on the second or third page, which is intended for noting entries regarding options etc.

3. Before the service book of a subscriber is transferred to the new office, his Head of the old office has to record a certificated of verification of his service there in. Although this work should not take much time, it has been noticed that the transmission of the service book from one office to another is generally delayed. With a view that the device suggested above is made use of to the maximum extent possible. It is necessary that the service book of the transferred Govt. servant should be made available by the old offices to the new offices immediately or as soon as possible after their transfer but not later than one month after the transfer. It is also desirable that LPC (complete in all respects) should be sent to the new offices promptly after the transfer of an employee to another office.

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**No. 34/2/94-WM(3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Government, Haryana, Finance Department.

To

All the Heads of Departments in Haryana,  
The Registrar, Punjab & Haryana High Court &  
All District & Session Judges in Haryana State.  
All the Commissioners of Divisions,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.

**Dated, Chandigarh, the 31st March, 2011**

**Subject :** Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer and Marriage Advance granted to the Government employee and also fixation of rate of interest on General Provident Fund for the financial year 2010-2011.

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging of interest on various loans and advances given to the Government employees including AIS Officers has been considered and it has been decided to charge interest on various loans and advances granted/sanctioned during the financial year 2010-2011 at the rates given below:-

Sr. No.	Purpose	Rate of Interest for 1st Advance 2010-2011 per annum	Rate of Interest for 2nd Advance for 2010-2011 per annum
1.	<b>House Building Advance</b>	8%	9%
2.	<b>Motor Car/Motor Cycle/ Scooter/ Moped Advance</b>	8%	9%
3.	<b>Marriage Advance</b>	8%	9%
4.	<b>Computer Advance</b>	8%	9%
5.	<b>Cycle Advance</b>	7%	8%

2. In case of mis-utilization of any loan, penal interest @ 10% per annum will be charged from the applicant over and above normal rate of interest.

3. It has also been decided to fix the rate of interest at 8% (Eight Percent) per annum on deposits in the General Provident Fund w.e.f. 1st April 2010 and also on accumulations as stood on 31st March 2010. This rate of interest will remain in force during the financial year 2010-2011.

4. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*  
(Pushpinder Kaur)  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

No. 34/2/94-WM(3)

Dated, Chandigarh, the 31.03.2011

A copy is forwarded to the Accountant General (A&E) Audit, Haryana, Chandigarh with 50 spare copies for information and necessary action.

*Sd/-*  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy is forwarded to all the Financial Commissioner & Principal Secretaries/Administrative Secretaries to Government of Haryana for information and necessary action.

*Sd/-*  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Financial Commissioner & Principal Secretaries/  
Administrative Secretaries to Government, Haryana.

U.O. No. 34/2/94-WM(3)

Dated, Chandigarh, the 31.03.2011

No. 34/2/94-WM(3)

Dated, Chandigarh, the 31.03.2011

A copy each is forwarded to the following for information and necessary action:  
The State Election Commissioner, Haryana.  
The Resident Commissioner, Government of Haryana, Haryana Bhawan, New Delhi.  
The Secretary to Governor, Haryana.  
The Secretary, Haryana Vidhan Sabha.  
Directors of Medical Colleges in Haryana State.  
Member Secretary, Haryana Bureau of Public Enterprises.

*Sd/-*  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy each is forwarded to the Principal Secretary/Additional Principal Secretary I & II/Deputy Principal Secretary/Officers on Special Duty I & II/Media Advisor/Political Advisor/Special Senior Secretaries/Senior Secretaries/Secretaries/Private Secretaries to the

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Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries for the information of Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries, Haryana.

*Sd/-*  
Under Secretary Finance,  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

The Principal Secretary/Additional Principal Secretary I & II/ Dy. Principal Secretary/Officers on Special Duty I & II/Media Advisor/Political Advisor/ Special Senior Secretaries/Senior Secretaries/Secretaries/Private Secretaries to Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries, Haryana.

U.O. No. 34/2/94-WM(3)

Dated, Chandigarh, the 31.03.2011

**INTERNAL DISTRIBUTION**

Sr. Secy/PS/FM  
PS/FCF  
PS/JSF  
Incharge, Computer Cell  
Record 20 Copies

Copy of this is also available on the website which can be down loaded from the site.  
[www.finhry.gov.in](http://www.finhry.gov.in).

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**No. 34/2/94-WM(3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Head of Departments in Haryana,  
The Registrar, Punjab and Haryana High Court &  
All District & Session Judges in Haryana State  
All Commissioners of Divisions,  
Deputy Commissioners & S.D.Os. (Civil) in Haryana.

**Dated, Chandigarh, the 8th March, 2010**

**Subject :** Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer and Marriage Advance granted to the Government employees and also fixation of rate of interest on General Provident Fund for the financial year 2009-2010.

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging of interest on various loans and advances given to the Government employees including AIS Officers has been considered and it has been decided to charge interest on various loans and advances granted/sanctioned during the financial year 2009-2010 at the rates given below:-

Sr. No.	Purpose	Rate of Interest for 1 <sup>st</sup> Advance 2009-2010 per annum.	Rate of Interest for 2 <sup>nd</sup> Advance for 2009-2010 per annum
1.	<b>House Building Advance</b>	8%	9%
2.	<b>Motor Car/Motor Cycle/ Scooter/ Moped Advance.</b>	8%	9%
3.	<b>Marriage Advance</b>	8%	9%
4.	<b>Computer Advance</b>	8%	9%
5.	<b>Cycle Advance</b>	7%	8%

2. In case of mis-utilization of any loan, penal interest @ 10% per annum will be charged from the applicant over and above normal rate of interest.

3. It has also been decided to fix the rate of interest at 8% (Eight Percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April 2009 and also on accumulations as stood on 31<sup>st</sup> March 2009. This rate of interest will remain in force during the financial year 2009-2010.

4. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(Satish Seth)

Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

No. 34/2/94-WM(3)

Dated, Chandigarh, the 8<sup>th</sup> March, 2010

A copy is forwarded to the Accountant General (A&E) Audit, Haryana Chandigarh with 50 spare copies for information and necessary action.

*Sd/-*

Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy is forwarded to all the Financial Commissioner & Principal Secretaries/ Administrative Secretaries to Government of Haryana for information and necessary action.

*Sd/-*

Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Financial Commissioner & Principal Secretaries/  
Administrative Secretaries to Government, Haryana.

U.O. No. 34/2/94-WM(3)

Dated, Chandigarh, the 8<sup>th</sup> March, 2010

No. 34/2/94-WM(3)

Dated, Chandigarh, the 8<sup>th</sup> March, 2010

A copy each is forwarded to the following for information and necessary action:-

The State Election Commissioner, Haryana.

The Resident Commissioner, Government of Haryana, Haryana Bhawan, New Delhi.

The Secretary to Governor, Haryana.

The Secretary, Haryana Vidhan Sabha.

Directors of Medical Colleges in Haryana State.

Member Secretary, Haryana Bureau of Public Enterprises.

*Sd/-*

Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

A copy each is forwarded to the Principal Secretary/Additional Principal Secretary I, II & III/Deputy Principal Secretary/Officers on Special Duty I, II & III/Media Advisor/Political Advisor/Senior Secretaries/Secretaries/Private Secretaries to the Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries for the information of Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries, Haryana.

*Sd/-*

Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

The Principal Secretary/Additional Principal Secretary I, II & III/  
Deputy Principal Secretary/Officers on Special Duty I, II & III/  
Media Advisor/Political Advisor/Senior Secretaries/Secretaries/  
Private Secretaries to the Chief Minister/Ministers/Ministers of State/  
Chief Parliamentary Secretaries, Haryana.

U.O. No. 34/2/94-WM(3)

Dated, Chandigarh, the 8<sup>th</sup> March, 2010**INTERNAL DISTRIBUTION**

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Incharge, Computer Cell

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\*\*\*\*\*

**No. 34/2/94-WM(3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All the Heads of Departments in Haryana,  
All the Commissioners of Divisions,  
All Deputy Commissioners and  
All Sub Divisional Officers (Civil) in Haryana,  
Registrar, Punjab & Haryana High Court, Chandigarh

**Dated, Chandigarh, the 13th January, 2009**

**Subject : Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer and Marriage Advance granted to the Government employee and also fixation of rate of interest on General Provident Fund for the financial year 2008-2009.**

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging of interest on various loans and advances given to the Government employees including AIS Officers has been considered and it has been decided to charge interest on various loans and advances granted/sanctioned during the financial year 2008-2009 at the rates given below:-

Sr. No.	Purpose	Rate of Interest for 1 <sup>st</sup> Advance 2008-2009 per annum	Rate of Interest for 2 <sup>nd</sup> Advance for 2008-2009 per annum
1.	House Building Advance	8%	9%
2.	Motor Car/Motor Cycle/ Scooter/ Moped Advance	8%	9%
3.	Marriage Advance	8%	9%
4.	Computer Advance	8%	9%
5.	Cycle Advance	7%	8%

2. In case of mis-utilization of any loan, penal interest @ 10% per annum will be charged from the applicant over and above normal rate of interest.

3. It has also been decided to fix the rate of interest at 8% (Eight Percent) per annum on deposits in the General Provident Fund w.e.f. 1st April 2008 and also on accumulations as stood on 31st March 2008. This rate of interest will remain in force during the financial year 2008-2009.

4. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(K. K. Grover)

Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*



**No. 34/2/94-WM(3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Head of Departments, Commissioner of Divisions,  
Deputy Commissioners & S.D.O.s. (Civil) in Haryana,  
The Registrar, Punjab and Haryana High Court &  
All District & Session Judges in Haryana State.

**Dated, Chandigarh, the 15th January, 2008**

**Subject : Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer and Marriage Advance granted to the Govt. employees and also fixation of rate of interest on General Provident Fund for the financial year 2007-2008.**

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging of interest on various loans and advances given to the Government employees including AIS Officers has been considered and it has been decided to charge interest on various loans and advances granted/sanctioned during the financial year 2007-2008 at the rates given below :-

<b>Sr. No.</b>	<b>Purpose</b>	<b>Rate of Interest for 1<sup>st</sup> Advance 2007-2008 per annum.</b>	<b>Rate of Interest for 2<sup>nd</sup> Advance for 2007-2008 per annum</b>
1.	<b>House Building Advance</b>	8%	9%
2.	<b>Motor Car/Motor Cycle/ Scooter/Moped Advance.</b>	8%	9%
3.	<b>Marriage Advance</b>	8%	9%
4.	<b>Computer Advance</b>	8%	9%
5.	<b>Cycle Advance</b>	7%	8%

2. In case of mis-utilization of any loan, penal interest @ 10% per annum will be charged from the applicant over and above normal rate of interest.

3. It has also been decided to fix the rate of interest at 8% (Eight Percent) per annum on deposits in the General Provident Fund w.e.f. 1st April 2007 and also on accumulations as stood on 31<sup>st</sup> March 2007 This rate of interest will remain in force during the financial year 2007-2008.

4. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(Surinder Mohan)

Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/94-WM(3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Head of Departments Commissioner of Divisions,  
Deputy Commissioners & S.D.O.s (Civil) in Haryana,  
The Registrar, Punjab and Haryana High Court &  
All District & Session Judges in Haryana State.

**Dated, Chandigarh, the 28th November, 2006**

**Subject : Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer and Marriage Advance granted to the Govt. employee and also fixation of rate of interest on General Provident Fund for the financial year 2006-2007.**

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging of interest on various loans and advances given to the Government employees including AIS Officers has been considered and it has been decided to charge interest on various loans and advances granted/sanctioned during the financial year 2006-2007 at the rates given below:-

Sr. No.	Purpose	Rate of interest for 1 <sup>st</sup> Advance 2006-2007 per annum.	Rate of interest for 2 <sup>nd</sup> Advance 2006-2007 per annum.
1.	House Building Advance	8%	9%
2.	Motor Car/Motor Cycle/ Scooter/ Moped Advance.	8%	9%
3.	Marriage Advance	8%	9%
4.	Computer Advance	8%	9%
5.	Cycle Advance	7%	8%

2. In case of mis-utilization of any loan, penal interest @ 10% per annum will be charged from the applicant over and above normal rate of interest.

3. It has also been decided to fix the rate of interest at 8% (Eight Percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April 2006 and also on accumulations as stood on 31<sup>st</sup> March 2006. This rate of interest will remain in force during the financial year 2006-2007.

4. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(Surinder Mohan)

Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/94-WM(3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners of Divisions,  
Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
The Registrar Punjab & Haryana High Court, Chandigarh.  
All District & Session Judges in Haryana State

**Dated, Chandigarh, the 10th February, 2006****Subject : Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2005-2006**

Sir,

I am directed to refer to subject noted above and to say that it has been decided to fix the rate of interest at 8% (Eight percent) per annum on deposits in the General Provident Fund w.e.f. 1st April, 2005 and also on the accumulations as stood on 31st March, 2005. This rate of interest will remain in force during the financial year 2005-06.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-  
(Surinder Mohan),  
Under Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/94-WM (3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments in Haryana.  
All Commissioners of Divisions in Haryana.  
The Registrar, Punjab & Haryana High Court, Chandigarh.  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
All District & Sessions Judges in Haryana State.

**Dated, Chandigarh, the 3rd September, 2004****Subject : Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2004-2005.**

Sir,

I am directed to refer to subject noted above and to say that it has been decided to fix the rate of interest at **8% (Eight percent)** per annum on deposits in the General Provident Fund w.e.f. **1st April, 2004** and also on the accumulation as stood on 31<sup>st</sup> March, 2004. This rate of interest will remain in force during the financial year 2004-2005.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(S.R. Maurya),

Deputy Secretary Finance (B).

for Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
All Commissioners of Divisions,  
The Registrar, Punjab & Haryana High Court, Chandigarh,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in the State of Haryana.  
All District & Sessions Judges in Haryana State.

**Dated, Chandigarh, the 19th May, 2003****Subject : Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2003-2004.**

Sir,

In continuation of Haryana Government letter of even number dated 31.5.2002 on the above subject. I am directed to say that it has been decided to fix the rate of interest at 8% per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 2003 and also on the accumulations as these stood on 31<sup>st</sup> March, 2003. This rate of interest will remain in force during the financial year 2003-04.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(A.L.Narang),

Under Secretary Finance (B).

for Financial Commissioner & Principal Secy. to Govt.,  
Haryana. Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioner & Principal Secy. to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
All Commissioners of Divisions,  
The Registrar, Punjab & Haryana high Court, Chandigarh,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in the State of Haryana  
All District & Sessions Judges in Haryana State

**Dated, Chandigarh, the 31st May, 2002**

**Subject : Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2002-03.**

Sir,

In continuation of Haryana Government letter of even number dated 19.10.2001 on the above subject, I am directed to say that it has been decided to fix the rate of interest at 9% per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 2002 and also on the accumulations as these stood on 31<sup>st</sup> March, 2002. This rate of interest will remain in force during the financial year 2002-03

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(S. R. MAURYA),  
Deputy Secretary Finance (B),  
for Financial Commissioner & Principal Secy. to Govt.,  
Haryana Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioners & Secretary to Govt.,  
Haryana Finance Department.

To

All Heads of Departments,  
All Commissioners of Divisions,  
The Registrar, Punjab & Haryana High Court, Chandigarh,  
All Deputy Commissioners &  
Sub Divisional Officers (Civil) in State of Haryana.  
All District & Session Judges in Haryana State.

**Dated, Chandigarh, the 19th October, 2001**

**Subject : Rate of Interest on deposits in the General Provident Fund and other similar funds for the financial year 2001-2002.**

Sir,

In continuation of Haryana Government letter of even number dated 1-12-2000 on the above subject. I am directed to say that it has been decided to fix the rate of interest at 9.5% per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 2001 and also on the accumulations as these stood on 31<sup>st</sup> March 2001. This rate of interest will remain in force during the financial year 2001-2002.,

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(S.R.MAURYA)

Deputy Secretary Finance (B)  
for Financial Commissioner & Secy. to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

To

All the Heads of Departments,  
All Commissioners of Divisions,  
The Registrar, Punjab & Haryana High Court, Chandigarh,  
All Deputy Commissioner &  
Sub Divisional Officers (Civil) in State of Haryana.  
All District & Session Judges in Haryana State.

**Dated, Chandigarh, the 1st December, 2000**

**Subject : Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2000-2001.**

Sir,

In continuation of Haryana Government letter of even number dated 10.4.2000 on the above subject. I am directed to say that it has been decided to fix the rate of interest at 11% (Eleven percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 2000 and also on the accumulations as these stood on 31<sup>st</sup> March, 2000. This rate of interest will remain in force during the financial year 2000-01.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(P.K. Das)

Joint Secretary Finance  
for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*



**No. 34/2/94-WM(3)**

From

The Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
All Commissioners of Divisions,  
The Registrar, Punjab and Haryana High Court, Chandigarh,  
All Deputy Commissioners &  
Sub Divisional Officers (Civil)  
All District & Session Judges.

**Dated, Chandigarh, the 10th April, 2000****Subject : Rate of interest on Deposits in the Provident Fund and other similar funds for the financial year 1999-2000.**

Sir,

I am directed to refer on the subject noted above and to say that it has been decided to fix the rate of interest at 12% (Twelve percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 1999 and also on the accumulation as stood on 31<sup>st</sup> March, 1999. This rate of interest will remain in force during the financial year 1999-2000.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-  
(ANURAG RASTOGI)  
Joint Secretary Finance (B),  
for Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioner Ambala, Gurgaon, Rohtak, and Hisar Divisions,  
Deputy Commissioners,  
Sub Divisional Officers (Civil) in Haryana.  
The Registrar, Punjab & Haryana High Court, Chandigarh.  
All District & Session Judges in Haryana.

**Dated, Chandigarh, the 11th August, 1998****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1998-99.**

Sir,

I am directed to refer to the subject noted above and to say that it has been decided to fix the rate of interest at 12% (Twelve percent) per annum on deposits in the General Provident Fund w.e.f. 1st April, 1998 and also on the accumulations as stood on 31st March, 1998. This rate of interest will remain in force during the financial year 1998-99.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(RAM NIWAS)

Joint Secretary Finance(B),  
for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
All Commissioners of Ambala, Gurgaon,  
Hisar and Rohtak Divisions,  
All Deputy Commissioners and  
Sub Divisional Officers (C) in Haryana,  
The Registrar, Punjab & Haryana High Court, Chandigarh.  
All District & Session Judges, in Haryana.

**Dated, Chandigarh, the 23rd July, 1997****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1997-98.**

Sir,

I am directed to refer to the subject noted above and to say that it has been decided to fix the rate of interest at 12% (Twelve percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 1997 and also on the accumulations as stood on 31<sup>st</sup> March, 1997. This rate of interest will remain in force during the Finance Year 1997-98.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(RAM NIWAS)

Joint Secretary, Finance

*for* Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioner Ambala, Gurgaon, Rohtak, and Hisar Divisions,  
Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana.  
The Registrar, Punjab & Haryana High Court, Chandigarh  
All District & Session Judges in Haryana.

**Dated, Chandigarh, the 18th June, 1996**

**Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1996-97.**

Sir,

I am directed to refer to the subject noted above and to say that it has been decided to fix the rate of interest at 12% (Twelve percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 1996 and also on the accumulations as stood on 31<sup>st</sup> March, 1996. This rate of interest will remain in force during the financial year 1996-97.

The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*  
(SUDHA SHARMA)  
Special Secretary Finance,  
for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments ,  
Commissioner Ambala, Gurgaon, Rohtak and Hisar Divisions,  
Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana;  
The Registrar, Punjab and Haryana High Court, Chandigarh,  
All District & Session Judges in Haryana.

**Dated, Chandigarh, the 28th June, 1995**

**Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1995-96.**

Sir,

I am directed to refer to the subject noted above and to say that it has been decided to fix the rate of interest at 12% (Twelve Percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 1995 and also on the accumulations as stood on 31st March, 1995. This rate of interest will remain in force during the financial year 1995-96.

The receipt of this Letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(SUNIL GULATI)

Joint Secretary Finance

for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioner Ambala, Gurgaon, Rohtak, and Hisar Divisions,  
Deputy Commissioners,  
Sub Divisional Officers (Civil) in Haryana.  
The Registrar, Punjab & Haryana High Court, Chandigarh  
All District & Session Judges in Haryana.

**Dated, Chandigarh, the 6th January, 1995**

**Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1994-95.**

Sir,

In continuation Haryana Government letter of even number dated 22-3-1994 on the above subject, I am directed to say that it has been decided to fix the rate of interest at 12% (Twelve Percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 1994 and also on the accumulations as stood on 31<sup>st</sup> March, 1994. This rate of interest will remain in force during the financial year 1994-95.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(V.S. Kundu)

Joint Secretary Finance,  
for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/93-WM(3)**

From

The Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala, Gurgaon,  
Rohtak and Hisar Divisions,  
Deputy Commissioners, and  
Sub Divisional Officers (Civil) in the Haryana,  
The Registrar, Punjab & Haryana High Court, Chandigarh,  
All Districts & Sessions Judges in Haryana.

**Dated, Chandigarh, the 22nd March, 1994****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1993-94.**

Sir,

In continuation Haryana Government letter of even number dated the 14<sup>th</sup> January, 1993 on the above subject, I am directed to say that it has been decided to fix the rate of interest 12% (Twelve Percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 1993 and also on the accumulations as stood on 31<sup>st</sup> March, 1993. This rate of interest will remain in force during the financial year 1993-94.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(V.S. KUNDU)

Joint Secretary Finance,

for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/91-WM(3)**

From

The Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala, Gurgaon, Rohtak and Hisar Divisions,  
Deputy Commissioners, and  
Sub Divisional Officers(Civil) in Haryana.  
Registrar, Punjab & Haryana High Court, Chandigarh and  
All District & Session Judge in Haryana.

**Dated, Chandigarh, the 14th January, 1993**

**Subject :** Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle and Marriage Advances granted to the Government employees and Rate of Interest on deposits in the General Provident Fund and other similar funds for the financial year 1992-93.

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging interest on the various loans and advances given to the Government employees during the financial year 1992-93 has been considered and it has been decided to charge the rate of interest on loans and advance as under :-

<b>1. For Haryana Government employees</b>		
(i)	House Building Advance	9% p.a.
(ii)	Marriage Advance	11% p.a.
(iii)	Motor Conveyances Advance (Motor Car/Motor Cycle/Scooter/Moped etc.	9% p.a.
(iv)	Other Conveyance Advance (Cycle)	9% p.a.
<b>2. For All India Service Category (Officers).</b>		
(i)	House Building Advance:-	
	(a) Sanctioned advance upto Rs. 0.50 lacs	7% p.a.
	(b) Sanctioned advance upto Rs. 1.00 lacs	8% p.a.
	(c) Sanctioned advance upto Rs. 1.50 lacs	9% p.a.
	(d) Sanctioned advance upto Rs. 2.00 lacs	10% p.a.
	(e) Sanctioned advance upto Rs. 2.25 lacs	10.5% p.a.
	(f) Sanctioned advance upto Rs. 2.50 lacs	11% p. a.

It is also clarified that the interest be calculated on the basis of total admissibility of the officer.

(ii)	Motor Conveyance (Motor Car/Motor Cycle/Scooter/Moped etc.)	9% p.a.
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It has further been decided to allow the rate of interest on General Provident Fund at the rate of 12% (Twelve) per annum during the financial year 1992-93 which will also be applicable on the accumulations as stood on 31st March, 1992. This rate of interest will remain in force during the current financial year 1992-93.

The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

Deputy Secretary Finance  
for Financial Commissioner & Secy. to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/91-WM(3)**

From

The Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala, Gurgaon, Rohtak and Hisar Divisions,  
Deputy Commissioners, and  
Sub Divisional Officers (Civil) in Haryana.  
The Registrar, Punjab and Haryana High Court, Chandigarh  
All District & Sessions Judge in Haryana.

**Dated, Chandigarh, the 25th July, 1991**

**Subject :** Rate of Interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle and Marriage Advances granted to the Government employees and Rate of Interest on deposits in the General Provident Fund and other similar funds for the financial years 1990-91 and 1991-92.

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging interest on the various loans and advances given to the Government employees during the financial year 1990-91 and 1991-92 has been considered and it has been decided to charge the rate of interest on loans and advances as under:

**1. For Haryana Government employees.**

(i)	House Building Advance	9% p.a.
(ii)	Marriage Advance	11% p.a.
(iii)	Motor Conveyances Advance (Motor Car/Motor Cycle/Scooter/ Moped etc.)	9% p.a.
(iv)	Other Conveyance Advance (Cycle)	9% p.a.

**2. For All India Services Category (Officers)****(i) House Building Advance:-**

(a)	Sanctioned advance up to RS. 0.50 lacs	7% p.a.
(b)	Sanctioned advance up to RS. 1.00 lacs	8% p.a.
(c)	Sanctioned advance up to RS. 1.50 lacs	9% p.a.
(d)	Sanctioned advance up to RS. 2.00 lacs	10% p.a.
(e)	Sanctioned advance up to RS. 2.25 lacs	10.50% p.a.
(f)	Sanctioned advance up to RS. 2.50 lacs	11% p.a.

It is also clarified that the interest be calculated on the basis of total admissibility of the officer.

Motor Conveyance Advance.  
(Motor car/Motor Cycle/Scooter/Moped etc. 9% p.a.)

It has further been decided to allow the rate of interest on General Provident Fund at the rate of 12% (Twelve) per annum during the financial years 1990-91 and 1991-92, which also be applicable on the accumulations as stood on 31<sup>st</sup> March, 1990 and 31<sup>st</sup> March, 1991 and other similar funds rate of interest will remain in force during the financial year 1990-91 and current financial year (from 1<sup>st</sup> April, 1991 to March, 1992)

The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(Y.S. MALIK)

Joint Secretary Finance,

for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/88-WM(3)**

From

The Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala and Hisar Divisions/  
Deputy Commissioners, and  
Sub Divisional Officers (Civil) in the Haryana;  
The Registrar, Punjab and Haryana High Court,  
Chandigarh and All District & Sessions Judge in Haryana.

**Dated, Chandigarh, the 30th November, 1989**

**Subject :** Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle and Marriage Advance granted to the Government employees and Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 1989-90.

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging interest on the various loans and advances given to the Government employees during the financial year 1989-90 has been considered and it has been decided to charge the rate of interest for loans and advances as under:

**1. For Haryana Government employees:**

(i)	House Building Advance	9% p.a.
(ii)	Marriage Advance	11% p.a.
(iii)	Motor Conveyances Advance (Motorcar/Motor Cycle/Scooter Moped etc.)	9%p.a.
(iv)	Other Conveyance advance (Cycle)	9% p.a.

**2. For All India Services Category (Officers).**

(i)	House Building Advance	
(a)	Sanctioned advance upto Rs.0.50 lacs	7% p.a.
(b)	Sanctioned advance upto Rs. 1.00 lacs	8% p.a.
(c)	Sanctioned advance upto Rs. 1.50 lacs	9% p.a.
(d)	Sanctioned advance upto Rs. 2.00 lacs	10% p.a.
(e)	Sanctioned advance upto Rs. 2.25 lacs	10.50% p.a.
(f)	Sanctioned advance upto Rs. 2.50 lacs	11% p.a.

It is also clarified that the interest be calculated on the basis of total admissibility of the officer.

(ii)	Motor Conveyance Advance (Motor car/Motor Cycle/Scooter/Moped etc.)	9% p.a.
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It has further been decided to allow the rate of interest on General Provident Fund at the rate of 12% (Twelve) per annum. During the financial year 1989-90 which will also be applicable on the accumulations as stood on 31<sup>st</sup> March, 1989 and other similar funds. The rate of interest will remain in force during the current financial year i.e. from 1<sup>st</sup> April, 1989 to 31<sup>st</sup> March, 1990.

The receipt of this letter may Kindly be acknowledged.

Yours faithfully,

*Sd/-*

(P.K. Gupta)

Joint Secretary Finance

for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/2/88-WM(3)**

From

The Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners, Ambala and Hisar Divisions,  
Deputy Commissioners, and  
Sub Divisional Officers (Civil) in the Haryana.  
The Registrar, Punjab and Haryana High Court, Chandigarh and  
All District & Sessions Judge in Haryana.

**Dated, Chandigarh, the 13th October, 1988**

**Subject : Rate of Interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle and Marriage Advances granted to the Government employees and Rate of Interest on deposits in the General Provident Fund and other similar funds for the financial year 1988-89.**

Sir,

I am directed to refer to the subject noted above and to say that the matter regarding charging interest on the various loans and advances given to the Government employees during the financial year 1988-89 has been considered and it has been decided to charge the rate of interest on loans and advances as under:

**1. For Haryana Government employees:**

(i)	House Building Advance	9% p.a.
(ii)	Marriage Advance	11% p.a.
(iii)	Motor Conveyances Advance Motorcar/Motor Cycle/Scooter Moped etc.	9%p.a.
(iv)	Other Conveyance advance (Cycle)	9% p.a.

**2. For All India Services Category (Officers).**

(i)	House Building Advance	
(a)	Sanctioned advance upto Rs.0.50 lacs	7% p.a.
(b)	Sanctioned advance upto Rs. 1.00 lacs	8% p.a.
(c)	Sanctioned advance upto Rs. 1.50 lacs	9% p.a.
(d)	Sanctioned advance upto Rs. 2.00 lacs	10% p.a.
(e)	Sanctioned advance upto Rs. 2.25 lacs	10.50% p.a.
(f)	Sanctioned advance upto Rs. 2.50 lacs	11% p.a.

It is also clarified that the interest be calculated on the basis of total admissibility of the officer.

(ii)	Motor Conveyance Advance (Motor car/Motor Cycle/Scooter/Moped etc.)	9% p.a.
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It has further been decided to allow the rate of interest on General Provident Fund at the rate of 12% (Twelve) per annum. During the financial year 1988-89 which will also be applicable on the accumulations as stood on 31<sup>st</sup> March, 1988 and other similar funds. The rate of interest will remain in force during the current financial year i.e. from 1<sup>st</sup> April, 1988 to 31<sup>st</sup> March, 1989.

The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(S.K. SAXENA)

Joint Secretary Finance,

for Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/4/82-WM(3)**

From

The Financial Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala and Hisar Divisions,  
Deputy Commissioners, and  
Sub Divisional Officers (Civil) in Haryana;  
The Registrar, Punjab and Haryana, High Court, Chandigarh,  
All District & Sessions Judge in Haryana.

**Dated, Chandigarh, the 14th July, 1987**

**Subject : Rate of Interest on deposits in the Provident Fund and other similar funds for the Financial Year 1987-88.**

Sir,

In Continuation Haryana Government letter of even number dated the 3<sup>rd</sup> March, 1987 on the above subject, I am directed to say that it has been decided to fix the rate of interest at 12% (Twelve percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 1987 and also on the accumulations as stood on 31<sup>st</sup> March, 1987. This rate of interest will remain in force during the current financial year.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(J.P. Narang)

Joint Secretary Finance,

for Financial Commissioner & Secretary to Govt.,

Haryana, Finance Department.

\*\*\*\*\*



**No. 34/4/82-WM(3)**

From

The Commissioners and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala and Hisar Divisions,  
Deputy Commissioners, and  
Sub Divisional Officers (Civil) in Haryana,  
The Registrar, Punjab and Haryana High Court, Chandigarh,  
All District & Session Judges in Haryana

**Dated, Chandigarh, the 3rd March, 1987****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the Financial year 1986-87.**

Sir,

In continuation Haryana Government letter of even number dated the 21<sup>st</sup> May, 1985, on the above subject, I am directed to say that it has been decided to fix the rate of interest at 12% (Twelve Percent) per annum on deposits in the General Provident Fund w.e.f. 1<sup>st</sup> April, 1986 and also on the accumulations as stood on 31<sup>st</sup> March, 1986. This rate of interest will remain in force during the current financial year.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(P.K. Bali)

Deputy Secretary Finance,  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/4/82-WM(3)**

From

The Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners, Ambala and Hisar Divisions,  
All Deputy Commissioners, and  
Sub Divisional Officers (Civil) in Haryana,  
The Registrar, Punjab and Haryana High Court, and  
All Districts and Session Judges in Haryana.

**Dated, Chandigarh, the 21st May, 1985****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the Financial year 1985-86.**

Sir,

In continuation Haryana Government letter of even number dated the 14<sup>th</sup> June, 1984, on the subject noted above, I am directed to say that it has been decided to fix rates of interest on deposits in the General Provident Fund and other similar funds for the Financial year 1985-86 as under:—

(i)	On the balance at the credit of the subscribers on 31.3.1985 and deposits made during the financial year 1985-86.	9%p.a.
(ii)	On the excess subscription made in a financial year in the General Provident Fund Account in addition to 12½% of the pay of an employee.	10% p.a.

2. These rates of interest will remain in force during the financial year beginning from 1<sup>st</sup> April, 1985.

3. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

Under Secretary Finance,  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/4/82-WM(3)**

From

The Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Department,  
Commissioner Ambala & Hisar Divisions,  
All Deputy Commissioner, and  
Sub Divisional Officers (Civil) in the Haryana.  
The Registrar, Punjab and Haryana High Court, Chandigarh,  
All District & Session Judges in Haryana.

**Dated, Chandigarh, the 11th June, 1984****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1984-85.**

Sir,

In continuation Haryana Government letters of even numbers dated the 6<sup>th</sup> September, 1983 and 14<sup>th</sup> September, 1983, on the subject noted above, I am directed to say that it has been decided to fix rates of interest on deposits in the General Provident Fund and other similar funds for the financial year 1984-85 as under:-

(i)	On the balance at the credit of the subscribers on 31.3.1984 and deposits made during the financial year 1984-85	9% p.a.
(ii)	On the excess subscription made in a financial year in the General Provident Fund Account in addition to 12½% of the pay of an employee.	10% p.a.

2. These rates of interest will remain in force during the financial year beginning from 1<sup>st</sup> April, 1984

3. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

Under Secretary Finance  
for Commissioner & Secy. to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/4/82-WM(3)**

From

The Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners, Ambala and Hisar Divisions,  
Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana,  
The Registrar, Punjab and Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 14th September, 1983****Subject : Incentive for increase deposit in General Provident Fund - fixation of rate of interest for the Financial the year 1983-84.**

Sir,

In continuation of para-5(1) of the scheme called "Haryana General Provident Fund (Special Incentive) Scheme 1983" circulated with Finance Department circular letter No. 4/3(3)/83-2FR-I, Dated the 7<sup>th</sup> July, 1983, on the above subject, I am directed to say that the rate of interest on the excess subscription made in a financial year in the General Provident Fund account in addition to 12½% of the pay of an employee will be 10% per annum.

2. The enhanced rate of interest will be applicable from 1<sup>st</sup> July, 1983, the date from which the Special Incentive Scheme 1983 has come into force.
3. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(C.L. Bhaskar)

Under Secretary Finance (B),  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/4/82-WM(3)**

From

The Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Department,  
Commissioners Ambala and Hisar Divisions,  
Deputy Commissioners,  
Sub Divisional officers (Civil) in Haryana,  
The Registrar, Punjab and Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 6th September, 1983****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1983-84.**

Sir,

In continuation Haryana Government letter No. 34/4/82-3WM, dated the 6<sup>th</sup> September, 1982, on the subject noted above, I am directed to say that it has been decided to fix rate of interest at 9% (Nine percent) per annum on deposits and also on the balance at the credit of the subscribers to the General Provident Fund and other similar funds on the 31<sup>st</sup> March, 1983 administered by the Haryana Government. This rate of interest will remain in force during the financial year beginning from 1<sup>st</sup> April, 1983.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(C.L. BHASKAR)

Under Secretary Finance (B),  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/4/82-WM(3)**

From

The Commissioner & Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners, Ambala & Hisar Divisions &  
All Deputy Commissioners, and  
Sub Divisional Officers (Civil) in the Haryana State.  
The Registrar, Punjab & Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 6th September, 1982****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1982-83.**

Sir,

In continuation of Haryana Govt. letter No. 34/5/78-6WM, dated the 6th August, 1981, on the subject noted above, I am directed to say that it has been decided to fix that rate of interest 9% (Nine percent) per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other similar funds on the 31st March, 1982, administered by the Haryana Govt. This rate of interest will remain in force during the financial year beginning from 1st April, 1982.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(C. L. Bhaskar)

Under Secretary Finance (B),  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/5/78-6WM**

From

The Commissioner and Secretary to Govt.,  
Haryana, Finance Department.

To

All Heads of Department,  
The Commissioners Ambala and Hisar Divisions,  
All Deputy Commissioner and  
Sub Divisional Officers (Civil) in Haryana State.  
The Registrar, Punjab and Haryana High Court, Chandigarh.

**Dated, Chandigarh, the 6th August, 1981****Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1981-82.**

Sir,

In continuation of Haryana Government letter No. 34/5/78-6WM, dated the 16<sup>th</sup> May, 1980, on the subject noted above, I am directed to say that it has been decided to fix the rate of interest 8½% (Eight and half percent) per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other similar funds on the 31<sup>st</sup> March, 1981, administered by the Haryana Government. This rate of interest will remain in force during the financial year beginning from the 1<sup>st</sup> April, 1981.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(C.L. Bhaskar)

Under Secretary Finance (B),  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/5/78-6WM**

From

The Secretary to Government, Haryana,  
Finance Department.

To

All Head of Departments,  
The Commissioner, Ambala and Hisar Divisions,  
All Deputy Commissioner and  
Sub Divisional Officers (Civil) in Haryana State.  
The Registrar, Punjab and Haryana High Court and  
All District and Sessions Judges in Haryana.

**Dated, Chandigarh, the 16th May, 1980**

**Subject : Rate of Interest on deposit in the Provident Fund and other similar Funds for the Financial Year 1980-81.**

Sir,

In continuation of Haryana Government letter No. 94/5/78-6WM, dated the 21-5-79 on the subject noted above, I am directed to say that it has been decided to fix the rate of interest at (Eight Percent) per annum on deposit and also on the balances at the credit of the subscribers to the General Provident Fund and other similar Funds on the 31<sup>st</sup> March, 1980, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1980.

2. The receipt of this letter may be kindly be acknowledged.

Yours faithfully,

Sd/-

(C. L. Bhaskar)

Under Secretary Finance (B)  
for Secretary to Government Haryana,  
Finance Department.

\*\*\*\*\*



**No. 34/5/78-6WM**

From

Shri A. Banerjee, I.A.S.  
Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala/Hisar Division,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana State.  
The Registrar, Punjab and Haryana High Court and  
All District and Session Judges in Haryana.

**Dated, Chandigarh, the 21st May, 1979****Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for the Financial year 1979-80**

Sir,

In continuation of Haryana Government letter No. 34/5/78-6WM dated 23-6-1978 on the subject noted above, I am directed to say that it has been decided to fix the rate of interest at 8% (Eight percent) per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other Similar Funds on the 31<sup>st</sup> March, 1979, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1979.

2. The receipt of this letter may kindly be acknowledged,

Yours faithfully,

Sd/-

(Som Raj Sharma)  
Under Secretary Finance (B),  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 34/5/78-6WM**

From

Sh. B.S. Ojha, IAS,  
Commissioner & Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners Ambala/Hisar Divisions,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in Haryana State.  
The Registrar, Punjab and Haryana High Court and  
All District and Session Judges in Haryana.

**Dated, Chandigarh, the 23rd June, 1978****Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1978-79.**

Sir,

In continuation of Haryana Government Letter No. 4778-6WM/77/15163 dated 25-5-77 on the subject noted above at the directed to say that it has been decided to fix the rate of interest at 8 percent per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other Similar Funds on the 31<sup>st</sup> March, 1978, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1978

The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(O.P. Dubey)

Under Secretary Finance (R),  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 4778-6WM-77/15163**

From

Shri A. Banerjee, I.A.S.,  
Commissioner & Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
The Commissioners Ambala and Hisar Divisions,  
All Deputy Commissioners, and  
Sub Divisional Officers (Civil) in Haryana State.  
The Registrar, Punjab and Haryana High Court and  
All District and Sessions Judges in Haryana.

**Dated, Chandigarh, the 25th May, 1977**

**Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1977-78.**

Sir,

In continuation of Haryana Government letter No. 5594-3WM-76/25017, dated the 16-7-76 on the subject noted above. I am directed to say that it has been decided to fix the rate of interest at 7½% percent per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other Similar Funds on the 31<sup>st</sup> March, 1977, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1977.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

Under Secretary Finance (BR)  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 3925-3WM-75/22222**

From

Shri S.N. Bhanot, I.A.S,  
Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
Commissioners, Ambala & Hisar Divisions,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in the Haryana.  
The Registrar Punjab and Haryana High court, and  
All District and Sessions Judges in Haryana.

**Dated, Chandigarh, the 15th July, 1975**

**Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1975-76.**

Sir,

In continuation of Haryana Govt. letter No. 1757-3WM-74/9156, dated the 12th March, 1974, on the subject noted above, I am directed to say that it has been decided to fix the rate of interest at 7½% per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other similar Funds on the 31st March, 1975, administered by the Haryana Govt. The rate of interest will be in force during the financial year beginning from the 1st April, 1975.

The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(Som Raj)

Under Secretary Finance (Budget Reforms)  
for Commissioner & Secretary to Government,  
Haryana, Finance Department.

\*\*\*\*\*

**No. 1757-3WM(I)-74/9156**

From

Shri S.N. Bhanot, I.A.S,  
Commissioner and Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Departments,  
The Commissioners, Ambala and Hisar Divisions,  
All Deputy Commissioners, and  
Sub Divisional Officers (Civil) in the Haryana.  
The Registrar Punjab and Haryana High Court; and  
All District and Sessions Judges in Haryana.

**Dated, Chandigarh, the 12th March, 1974****Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for the financial years 1974-75.**

Sir,

In continuation of Haryana Government letter No. 5862-3WM-73/37692, dated the 27<sup>th</sup> September, 1973, on the subject noted above, I am directed to say that it has been decided to fix the rate of interest at 7.00 percent per annum on deposit and also on the balances at the credit of the subscribers to the General Provident Fund and other Similar Funds on the 31<sup>st</sup> March, 1974, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1974.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(D. Dasgupta)

Deputy Secretary Finance (Budget),  
for Commissioner & Secretary to Govt., Haryana,  
Finance Department.

\*\*\*\*\*

**No. 5862-3WM-73/37693**

From

The Commissioner & Secretary to Government,  
Haryana, Finance Department.

To

All Heads of Department;  
The Commissioners, Ambala and Hisar Divisions;  
All Deputy Commissioners and  
Sub Divisional Officer (Civil) in the State,  
The Registrar, Punjab and Haryana High Court; and  
All District and Sessions Judges in Haryana.

**Dated, Chandigarh, the 27th September, 1973**

**Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1973-74.**

Sir,

In continuation of Haryana Government letter No. 1685-3WM-73/12311, dated the 22<sup>nd</sup> March, 1973, on the subject noted above.

I am directed to say that it has been decided to fix the rate of interest at 6.00 percent per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other similar funds on the 31<sup>st</sup> March, 1973, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1973.

The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*

(Som Raj)

Under Secretary Finance (Budget Reforms)  
for Commissioner & Secretary to Govt., Haryana,  
Finance Department.

\*\*\*\*\*

**No. 6328-3WM-71/36073**

From

Shri J. S. Sarohia, IAS,  
Secretary to Government, Haryana,  
Planning and Finance Department.

To

All Heads of Departments;  
The Commissioners, Ambala Division,  
All Deputy Commissioners and  
Sub Divisional Officers (Civil) in the State,  
The Registrar, Punjab and Haryana High Court,  
All District and Sessions Judges in Haryana.

**Dated, Chandigarh, the 25th November, 1971**

**Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1971-72.**

Sir,

I am directed to say that it has been decided to fix the rate of interest at 5.75 per cent per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other similar Funds on the 31<sup>st</sup> March, 1971, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1971

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

Sd/-

(Som Raj)

Under Secretary Finance (B)  
for Secretary to Government, Haryana,  
Planning and Finance Department.

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**No. 5714-3WM-70/26814**

From

Shri Ishwar Chander, IAS,  
The Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning & Finance Department.

To

All the Heads of Departments,  
Registrar, Punjab & Haryana High Court,  
Commissioner, Ambala Division, Ambala,  
All District and Sessions Judges,  
All Deputy Commissioners and  
All Sub Divisional Officers, (Civil) in the Haryana State.

**Dated, Chandigarh, the 29th September, 1970**

**Subject : Rate of interest on deposits in the Provident Funds and other similar funds for the financial year 1970-71.**

Sir,

In continuation of Haryana Government letter No. 5781-3WM-69/28997, dated the 14<sup>th</sup> October, 1969, on the above subject, I am directed to say that it has been decided to fix the rate of interest at 5.75 per cent per annum on deposits and also on the balances at the credit of the Subscribers to the General Provident Fund and other similar Funds on the 31<sup>st</sup> March, 1970, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1970.

2. The receipt of this letter may kindly be acknowledged.

Yours faithfully,

*Sd/-*  
(H.L. Dham),  
Under Secretary Finance,  
for Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning and Finance Department.

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**No. 5781-3WM-69/28997**

From

Shri Ishwar Chandra, IAS,  
The Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning and Finance Department.

To

All Heads of Departments,  
Registrar, Punjab and Haryana High Court,  
Commissioner, Ambala Division, Ambala.  
All District and Sessions Judges,  
All Deputy Commissioners and  
All Sub Divisional Officers (CIVIL) in the Haryana State.

**Dated, Chandigarh, the 14th October, 1969**

**Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1969-70.**

Sir,

In continuation of Haryana Government letter No. 2516-3WM-68/13757, dated the 15<sup>th</sup> June, 1968, on the above subject, I am directed to say that it has been decided to fix the rate of interest at 5.50 per cent per annum on deposit and also on the balances at the credit of the Subscribers to the General Provident Fund and other similar funds on the 31<sup>st</sup> March, 1969, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1969.

Yours faithfully,

*Sd/-*

(H.L.Dham)

Assistant Secretary Finance,  
for Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning and Finance Department.

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**No. 2516-3WM-63/13757**

From

Sh. B.S. Manchanda, IAS,  
Commissioner for Planning & Finance  
and Secretary to Govt., Haryana,  
Planning & Finance Department.

To

All Heads of Departments,  
Registrar, Punjab & Haryana High Court,  
Commissioner, Ambala Division, Ambala,  
All District and Session Judges,  
All Deputy Commissioners and  
All Sub Divisional Officers (Civil), in the Haryana State.

**Dated, Chandigarh, the 15th June, 1968**

**Subject : Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1968-69.**

Sir,

I am directed to say that it has been decided to fix the rate of interest at 5.20% per annum on deposit and General Provident Fund and other similar fund on the 31<sup>st</sup> March, 1968, administered by the Haryana Govt. This rate of interest will be in force during the financial year beginning from 1<sup>st</sup> April, 1968.

Yours faithfully,

*Sd/-*

(D.N. Marya)

Assistant Secretary Finance,  
for Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning and Finance Department.

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**No. 3364-3WM-67/19763**

From

The Commissioner for Planning and Finance  
and Secretary to Government, Haryana,  
Planning and Finance Department.

To

All Heads of Departments,  
Registrar, Punjab and Haryana High Court,  
Commissioners, Ambala Division, Ambala,  
District and Session Judges and  
Deputy Commissioners in Haryana (with 20 spare copies for  
Distribution among the Sub Divisional Officers (Civil).

**Dated, Chandigarh, the 30th August, 1967**

**Subject : Rate of interest on deposits in the Provident Fund and other similar Funds for  
the financial year 1967-68.**

Sir,

I am directed to say that it has been decided to fix the rate of interest at 5 percent per annum on deposits and also on the balances at the credit of the subscribers to the General Provident Fund and other similar Funds on the 31<sup>st</sup> March, 1967, administered by the Haryana Government. This rate of interest will be in force during the financial year beginning from the 1<sup>st</sup> April, 1967.

Yours faithfully,

*Sd/-*

Assistant Secretary Finance,  
for Commissioner for Planning & Finance and  
Secretary to Government, Haryana,  
Planning and Finance Department.

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**DATEWISE LIST OF INSTRUCTIONS OF SUBJECTS OF VOLUME -VIII  
HARYANA G.P.F. RULES, 2006, INSTRUCTIONS & RATE OF INTEREST ON GPF**

<b>Sr. No.</b>	<b>Date</b>	<b>Number</b>	<b>Subject</b>	<b>Remarks</b>	<b>Page No.</b>
1.	12.05.2011	No. 4/2(9)/09-2FR	Amendment in the sub rule (2) of Rule 19 under section 10 of GPF Rules, 2006.		59
2.	31.03.2011	No. 34/2/94-WM(3)	Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle and Marriage Advance granted to the Government employees and also fixation of rate of interest on General Provident Fund for the financial year 2010-2011.		101
3.	10.01.2011	No. 4/2(9)/09-2FR	Grant of refundable advance to Haryana Govt. Employees include all personal religious ceremonies.		61
4.	15.10.2010	No. 4/2(9)/09-2FR	Grant of refundable advance to Haryana Govt. employees include all personal religious ceremonies.	Modified partly vide dt. 10.01.11.	63
5.	08.03.2010	No. 34/2/94-WM(3)	Rate of Interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer and Marriage Advance granted to the Government employees and also fixation of rate of interest on General Provident Fund for the financial year 2009-2010.		104
6.	22.12.2009	No. 4/2(9)-/09-2FR	Grant of refundable advance to Haryana Govt. employees for the purchase of Laptop.		65
7.	13.01.2009	No. 34/2/94-WM(3)	Rate of Interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer and Marriage Advance granted to the Government employee and also fixation of rate of interest on General Provident Fund for the financial year 2008-09.		107
8.	15.01.2008	No. 34/2/94-WM(3)	Rate of interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer and Marriage Advance granted to the Govt. employees and also fixation of rate of interest on General Provident Fund for the financial year 2007-2008.		108
9.	28.11.2006	No. 34/2/94-WM(3)	Rate of Interest to be charged on HBL/Motor Car/Scooter/Motor Cycle/Moped/Cycle/Computer & Marriage Advance granted to the Govt. Employees & also fixation of rate of interest on GPF for 2006-07.		109

Sr. No.	Date	Number	Subject	Remarks	Page No.
10.	08.06.2006	No. 4/4(2)2003-2FR	The Haryana General Provident Fund Rules, 2006. (Forwarding letter)	Obsolete.	Not Printed
11.	09.05.2006	No. 4/4(2)-2003-2FR	Haryana General Provident Fund Rules, 2006.		1
12.	10.02.2006	No. 34/2/94-WM(3)	Rate of Interest on deposits in the General Provident Fund and other similar funds for the financial year 2005-2006.		110
13.	05.04.2005	No. 4/4(18)2004-2FR	Appraisal report regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P.F. accounts of the Subscribers in the office of the Accountant General, Haryana.		75
14.	19.01.2005	No. 12/1/05-WM(1)	General Provident Fund schedules of the subscribers of All India Services.		71
15.	03.09.2004	No. 34/2/94-WM(3)	Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2004-2005.		111
16.	19.05.2003	No. 34/2/94-WM(3)	Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2003-2004.		112
17.	23.01.2003	No. 68/2/2001/FD/ Pension/SAP	Time schedule for payment of retiral benefits to the retiring Government employee on the date of his retirement.		91
18.	18.12.2002	No. 4/4(5)2002-2FR-I	Delegation of financial powers to accord sanction for the withdrawal or advances from the GPF.	Revised vide HGPF Rules, 2006.	Not Printed
19.	25.11.2002	No. 4/4(16)86-2FR-I	Appraisal report regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining GPF accounts of the subscribers in the office of Accountant General, Haryana.		81
20.	31.05.2002	No. 34/2/93-WM(3)	Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2002-03.		113
21.	19.10.2001	No. 34/2/93-WM(3)	Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 2001-2002.		114
22.	01.12.2000	No. 34/2/93-WM(3)	Rate of Interest on deposits in the General Provident Fund and other similar funds for the financial year 2000-01.		115

Sr. No.	Date	Number	Subject	Remarks	Page No.
23.	10.11.2000	No. 4/4(14)/81-2FR-I	GPF subscription - Procedural instructions to overcome the problems associated with missing credits.		85
24.	10.04.2000	No. 34/2/94-WM(3)	Rate of interest on deposit in the Provident Fund and other similar funds for the financial year 1999-2000.		116
25.	01.06.1999	No. 4/4(4)/99-2FR-I	Short Subscription by GPF subscribers.	Revised vide HGPF Rules, 2006.	Not Printed
26.	09.02.1999	No. 4/4(42)98-2FR-I	सेवा निवृत्त होने वाले अंशदाता कर्मचारियों को भविष्य निधि अंशदान के अन्तिम भुगतान का शीघ्र निपटान ।	Revised vide HGPF Rules, 2006.	Not Printed
27.	11.08.1998	No. 34/2/93-WM(3)	Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1998-99.		117
28.	15.07.1998	No. 4/4(4)/98-2FR-I	Regarding grant of refundable/non-refundable advance to Government servants out of GPF Accounts.	Obsolete.	Not Printed
29.	23.07.1997	No. 34/2/93-WM(3)	Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1997-98.		118
30.	18.06.1996	No. 34/2/93-WM(3)	Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1996-97.		119
31.	28.06.1995	No. 34/2/93-WM(3)	Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1995-96.		120
32.	06.01.1995	No. 34/2/93-WM(3)	Rate of interest on deposit in Provident Fund and other similar funds for the financial year 1994-95.		121
33.	22.03.1994	No. 34/2/93-WM(3)	Rate of interest on deposits in the Provident fund and other similar funds for the financial year 1993-94.		122
34.	17.03.1994	No. 4/4(16)86-2FR-I	Quarterly Appraisal Reports regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P. Fund accounts of the subscribers in the office of A. G. Haryana.		87
35.	30.09.1993	No. 4/4(26)-93-2 FR-I	Excess subscription to G.P.F by subscribers.	Revised and inserted in GPF Rules, 2006	Not Printed
36.	15.06.1993	No. 4/3(3)83-2FR-I	Incentive for increased deposits in Provident Fund Matching Contribution Scheme, 1983. (1.7.83 to 31.3.90)	Obsolete.	Not Printed

Sr. No.	Date	Number	Subject	Remarks	Page No.
37.	08.02.1993	क्र. 4/3(3)83-2एफ0आर0 (I)	सामान्य निधि खाता के सिद्धान्तों को मध्य नजर रखते हुए सामान्य निधि अग्रदान से सम्बंधित नियमों/हिदायतों की पालना ।		67
38.	14.01.1993	No. 34/2/91-WM(3)	Rate of interest to be charged on House Building Motor Car/Scooter/ Motor Cycle/Moped/Cycle and Marriage Advances granted to the Government employees and Rate of interest on deposit in the General Provident Fund and other similar funds for the financial year 1992-93.		123
39.	23.12.1992	No. 4/3(3)/83-2FR-I	Incentive for increased deposits in Provident Fund Matching Contribution Scheme, 1983. (1.7.83 to 31.3.90)	Obsolete	Not Printed
40.	25.05.1992	No. 34/4/82-WM(3)	Incentive for increased deposits in the General Provident Fund for the Financial year 1986-87 to 1989-90.	Obsolete	Not Printed
41.	20.01.1992	No. 4/3(3)/83-2FR-I	Incentive for increased deposits in Provident Fund -Matching Contribution Scheme, 1983. (1-7-83 to 31-3-1990)	Obsolete.	Not Printed
42.	18.12.1991	No. 4/4(21)/91-2FR-I	Regarding submission of nomination forms by the G.P.F. Subscribers.	Obsolete.	Not Printed
43.	25.07.1991	No. 34/2/91-WM(3)	Rate of Interest to be charged on House Building/ Motor Car/Scooter/ Motor Cycle/Moped/Cycle and Marriage Advances granted to the Government employees and Rate of Interest on deposits in the General Provident Fund and other similar funds for the financial year 1990-91 and 1991-92.		125
44.	10.06.1991	No. 4/4(16)/86-2FR-I	Delay in settlement of final payment cases.	Revised vide HGPF Rules, 2006.	Not Printed
45.	09.04.1991	No. 4/4(16)/86-2FR-I	Quarterly Appraisal Reports regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P. Fund accounts of the subscribers in the office of A. G. Haryana.		88
46.	11.10.1990	No. 4/4(40)/87-2FR-I	Payment of eligible family members of employees who suddenly disappear.	Inserted in HGPF Rules, 2006.	Not Printed
47.	16.04.1990	No. 4/3(3)/83-2FR(I)	Incentive for increased deposits in Provident Fund - Matching Contribution Scheme.	Obsolete.	Not Printed
48.	30.11.1989	No. 34/2/88-WM(3)	Rate of interest to be charged on House Building/Motor/Car/Scooter/ Motor Cycle/Moped/Cycle and Marriage		127

Sr. No.	Date	Number	Subject	Remarks	Page No.
			Advance granted to the Government employees and Rate of interest on deposits in the General Provident Fund and other similar funds for the financial year 1989-90.		
49.	18.10.1989	No. 4/4(16)/86-2FR-I	Appraisal reports regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P Fund Accounts of the subscribers in the office of A.G, Haryana.	Reiterated vide dt. 09.04.1991.	Not Printed
50.	08.06.1989	No. 4/4(21)/87-2FR-I	Excess payment of General Provident Fund Advance by Government employee - Rate of penal interest.	Revised & inserted in HGPF Rules, 2006	Not Printed
51.	28.02.1989	No. 4/4(33)/85-2FR-I	Reconciliation of Provident Fund Accounts by deputing Reconciliation Assistants.	Obsolete	Not Printed
52.	13.10.1988	No. 34/2/88-WM(3)	Rate of Interest to be charged on House Building/Motor Car/Scooter/Motor Cycle/Moped/Cycle and Marriage Advances granted to the Government employees and Rate of Interest on deposits in the General Provident Fund and other similar funds for the financial year 1988-89.		129
53.	30.09.1988	No. 4/4(27)/83-2FR-I	Reasons for delay in the settlement of pension cases of the retired/retiree Government servants.	Obsolete.	Not Printed
54.	07.07.1988	No. 4/4(16)/86-2FR-I	Appraisal reports regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P. Fund Accounts of the subscribers in the office of A.G., Haryana.	Reiterated vide dt. 09.04.1991.	Not Printed
55.	08.06.1988	No. 4/4(17)/ 88-2FR-I	Delay in submission of final Payment cases.	Obsolete.	Not Printed
56.	24.05.1988	No. 4/4(5)-88-2FR-I	Payment of General Provident Fund balance of the deceased employee as per court orders.		92
57.	09.02.1988	No. 4/4(37)/85-2FR-I	Payment of share of Provident Fund money on behalf of their minor children to their father in case of death of female Government servant.		93
58.	27.11.1987	No. 4/3(1)/87-2FR-I	Grant of Refundable/Non refundable advance from the G.P.F under new pay scales.	Obsolete.	Not Printed



Sr. No.	Date	Number	Subject	Remarks	Page No.
59.	20.11.1987	No. 4/4(36)/87-2FR-I	Withdrawal from General Provident fund from the amount of arrears of pay and D.A. credited into General Provident Fund Clarification.	Obsolete.	Not Printed
60.	03.11.1987	No. 4/4(35)/87-2FR-I	Compulsory Contribution to General Provident Fund.	Obsolete.	Not Printed
61.	09.10.1987	No. 4/4(34)/87-2FR-I	Withdrawal from GPF from the amount of arrears of pay and D.A. credited into General Provident Fund – Delegation of powers.	Obsolete.	Not Printed
62.	27.08.1987	No. 4/4(26)/87-2FR-I	Grant of Refundable/Non-refundable advance from G.P.F. to the subscribers to meet the expenditure in connection with the marriage of their children.	Obsolete.	Not Printed
63.	28.07.1987	No. 4/4(3)/87-2-FR-I	Improvement in the State of Maintenance of Provident Fund Accounts.	Obsolete.	Not Printed
64.	14.07.1987	No. 34/4/82-WM(3)	Rate of interest on deposits in the Provident Fund and other similar funds for the Financial year 1987-88.		<b>131</b>
65.	30.06.1987	No. 4/4(16)/86-2FR-I	Appraisal Reports regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P. Fund accounts of the subscribers.	Reiterated vide dt. 18.10.1989 and 09.04.1991.	Not Printed
66.	15.05.1987	No. 4/4(18)/87-2FR-I	Withdrawal from General Provident Fund from the amount of arrears of pay and D.A. credited into General Provident Fund.	Obsolete	Not Printed
67.	14.05.1987	No. 4/4(1)78-2FR-I	Incentive Bonus Scheme for subscribers to Provident Funds.	Obsolete.	Not Printed
68.	03.03.1987	No. 34/4/82-WM(3)	Rate of interest on deposits in the Provident Fund and other similar Funds for the Financial year 1986-87.		<b>132</b>
69.	12.02.1987	No. 4/4(29)86-2FR-1/	Grant of Non refundable withdrawals from General Provident Fund to the Subscribers to meet expenditure in connection with the purchase of plot/construction of house etc.	Obsolete.	Not Printed
70.	09.12.1986	No. 4/3(2)/85-2FR-I	Sanction of refundable advance from GPF for the purchase of Motor car, Motor Cycle, Two Wheeler Scooter or a Moped.	Obsolete.	Not Printed
71.	03.06.1986	No. 4/2(342)/85-2FR-I	Grant of Non-refundable withdrawals from G.P.F. to the subscribers to meet expenditure in connection with the purchase of plot/ House.	Obsolete.	Not Printed

Sr. No.	Date	Number	Subject	Remarks	Page No.
72.	19.05.1986	No. 4/4(16)/86-2FR-I	Appraisal Report regarding deficiencies noticed in the inputs received from the departments for the purpose of maintaining G.P. Fund accounts of the subscribers in this office.	Reiterated vide dt. 30.06.1987.	Not Printed
73.	16.09.1985	No. 4/4(33)-35-2FR-I	Non reconciliation of G.P. Fund balances by the D.D.O's	Obsolete.	Not Printed
74.	26.06.1985	No. 4/4(2)/84-2FR-I	Regarding upkeep of G.P. Fund Accounts.	Obsolete.	Not Printed
75.	21.05.1985	No. 34/4/82-WM(3)	Rate of Interest on deposit in the Provident Fund and other similar funds for the financial year 1985-86.		133
76.	11.03.1985	No. 4/4(2)-84-2FR(I)	Upkeep of General Provident Funds Accounts.	Obsolete.	Not Printed
77.	25.07.1984	No. 4/4(2)/84-2FR(1)	Upkeep of General Provident Fund Accounts.	Obsolete.	Not Printed
78.	18.06.1984	No. 4/3(1)/84-2FR-I	Grant of Non-refundable withdrawals from GPF to the subscribers to meet expenditure in connection with the purchase of plot/construction of house etc.	Obsolete.	Not Printed
79.	11.06.1984	No. 34/4/82-WM(3)	Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1984-85.		134
80.	08.05.1984	No. 9/1/84-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 Provision for interest payment.	Obsolete.	Not Printed
81.	24.04.1984	No. 4/3(3)/83-2FR(I)	Incentive for increased deposits in Provident Fund -Matching Contribution Scheme.	Obsolete.	Not Printed
82.	12.01.1984	No. 4/4(33)/83-2FR(I)	Sanction of advances/withdrawals from Provident Fund – Overcoming the possibility of overpayment.		68
83.	18.11.1983	क्र. 13805-टीए-हर (4/93-एस0ए)83/11371	सामान्य भविष्य निधि लेखा से अग्रिम राशियां गलत निकलवाने के सम्बन्ध में हिदायतें।		69
84.	05.10.1983	No. 4/4(27)/83-2FR(I)	Prompt settlement of final payment cases of Provident Fund Account.	Revised vide HGPF Rules, 2006.	Not Printed
85.	14.09.1983	No. 34/4/82-WM(3)	Incentive for increase deposit in General Provident Fund – fixation of rate of interest for the financial year 1983-84.		135
86.	06.09.1983	No. 34/4/82- WM (3)	Rate of interest on deposit in the Provident Fund and other similar funds for the financial year 1983-84.		136

Sr. No.	Date	Number	Subject	Remarks	Page No.
87.	<b>05.08.1983</b>	No. 4/4(1)/82-2FR(I)	Incentive Bonus Scheme for subscribers to Provident Funds.	Obsolete.	Not Printed
88.	<b>19.07.1983</b>	No. 4/4(29)/78-2FR-I	Execution of indemnity Bond for drawal of Provident Fund Balance.		<b>94</b>
89.	<b>07.07.1983</b>	No. 4/3(3)/83-2FR(I)	Incentive for increased deposits in Provident Fund - Matching Contribution Scheme	Obsolete.	Not Printed
90.	<b>28.04.1983</b>	No. 9/1/83-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – provision for interest payments.	Obsolete.	Not Printed
91.	<b>06.09.1982</b>	No. 34/4/82-WM(3)	Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1982-83.		<b>137</b>
92.	<b>07.06.1982</b>	No. 9/1/82-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Provision for interest payments.	Obsolete.	Not Printed
93.	<b>24.03.1982</b>	No. 9/1/81-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Provision for interest payments.	Obsolete.	Not Printed
94.	<b>14.12.1981</b>	No. 9/1/81-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Re-payment of annual instalment.	Obsolete.	Not Printed
95.	<b>26.10.1981</b>	No. 4/2(206)/81-2FR(1)	Withdrawal from GPF for the Purchase of plots from the Haryana Urban Development Authority.	Obsolete.	Not Printed
96.	<b>17.08.1981</b>	No. 9/1/81-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Re-payment of annual instalment.	Obsolete.	Not Printed
97.	<b>13.08.1981</b>	No. 64/30/80-3FD-II/3503	Notification regarding application of Provident Fund Act, 1925 to YMCA Institute of Engineering, Faridabad.		<b>97</b>
98.	<b>06.08.1981</b>	No. 34/5/78-6WM	Rate of interest on deposits in the Provident Fund and other similar funds for the Financial year 1981-82.		<b>138</b>
99.	<b>23.06.1981</b>	No. 4/3(5)/81-2FR(I)	Sanction of advances/withdrawals from Provident Fund Revised procedure regarding.	Obsolete.	Not Printed
100.	<b>27.05.1981</b>	No. 9/1/81-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – provision for interest payments.	Obsolete.	Not Printed
101.	<b>30.03.1981</b>	No. 9/1/81-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – provision for interest payments.	Obsolete.	Not Printed
102.	<b>06.03.1981</b>	No. 4/3(4)/80-2FR(I)	Elimination of delays in the payment of Provident Fund balances to Subscribers, nominees and other claimants.	Obsolete.	Not Printed

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103.	13.02.1981	No. 4/4(1)/80-2FR(I)	Prompt settlement of final payment cases of Provident Fund Account.	Inserted in HGPF Rules, 2006.	Not Printed
104.	10.12.1980	No. 4/4(I)/78-2FR-I	Crediting of the amount of Bonus at the rate of 1% on the balance of Provident Fund Accounts of the subscribers.	Obsolete.	Not Printed
105.	28.11.1980	No. 4/3(5)/80-2FR(I)	Compulsory contribution to the General Provident Fund.	Revised and inserted in GPF Rules, 2006	Not Printed
106.	16.09.1980	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Repayment of annual instalments due in July, 1980.	Obsolete.	Not Printed
107.	07.08.1980	No. 4/3(4)/79-2FR(I)	Revision of application form for admission to Provident Fund.	Obsolete.	Not Printed
108.	23.07.1980	No. 4/3(5)/80-2FR(I)	Grant of non-refundable withdrawal from General Provident Fund to the subscribers to meet the expenditure in connection with purchase of plot/construction of house etc.	Obsolete.	Not Printed
109.	09.07.1980	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Repayment of annual instalments due in July, 1980.	Obsolete.	Not Printed
110.	19.06.1980	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Repayment of annual instalments due in July, 1980.	Obsolete.	Not Printed
111.	29.05.1980	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Repayment of annual instalments due in July, 1980.	Obsolete.	Not Printed
112.	22.05.1980	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Repayment of annual instalments due in July, 1980.	Obsolete.	Not Printed
113.	16.05.1980	No. 34/5/78-6WM	Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1980-81.		139
114.	07.05.1980	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 – Accounting of Expenditure on interest payments to State Govt. employees.	Obsolete.	Not Printed
115.	05.05.1980	No. 4/4(3)/80-2FR (I)	Noting of the date of birth of subscribers in the Provident Fund ledger Cards/Folios.	Obsolete.	Not Printed
116.	16.04.1980	No. 4/4(7)/80-2FR(I)	Elimination of delay in the payment of provident fund balance to subscribers nominees and other claimants.	Obsolete.	Not Printed

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117.	16.04.1980	No. 9/1/80-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Treatment of the amount of interest credited to employees' Provident Fund accounts for the purpose of deductions under the Income Tax Act.	Obsolete.	Not Printed
118.	11.03.1980	No. 4/3(3)/79-2FR(I)	Grant of non-refundable withdrawal from General Provident Fund to the subscribers to meet the expenditure in connection with purchase of plot/construction of house etc. and marriages of the children.	Obsolete.	Not Printed
119.	21.12.1979	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Treatment of the amount of interest credited to employees' Provident Fund accounts for the purpose of deductions under the Income Tax Act.	Obsolete.	Not Printed
120.	06.12.1979	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Repayment of Instalments which fell due on 6th July, 1979.	Obsolete.	Not Printed
121.	09.11.1979	No. 9/1/78-3FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Rate of Interest on Deposits under.	Obsolete.	Not Printed
122.	14.09.1979	No. 9/1/78-2FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Amendment Ordinance.	Obsolete.	Not Printed
123.	05.07.1979	No. 9/1/78-2FR-II	Repayment of instalments of compulsory deposit made under the additional emoluments (Compulsory Deposit) Act, 1974.	Obsolete.	Not Printed
124.	26.06.1979	No. 4/4(1)/78-2FR(I)	Incentive Bonus Scheme for subscribers to Provident Funds.	Obsolete.	Not Printed
125.	21.05.1979	No. 34/5/78-6WM	Rate of interest on deposits in the Provident Fund and other similar Funds for the Financial year 1979-80.		<b>140</b>
126.	15.05.1979	No. 9/1/78-2FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Repayment of annual instalments due in July, 1979.	Obsolete.	Not Printed
127.	20.04.1979	No. 9/1/78-2FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Provision for interest payments.	Obsolete.	Not Printed
128.	05.03.1979	No. 9/1/78-2FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Premature repayment of Compulsory deposits on ground of extreme hardship.	Obsolete.	Not Printed

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129.	<b>23.02.1979</b>	No. 4/4(47)/78-2FR(I)	Correct Preparation of the Provident Fund Schedules.		<b>72</b>
130.	<b>30.01.1979</b>	No. 4/4(I)/78-2FR-I	Incentive Bonus Scheme for subscribers to Provident Funds.	Obsolete.	Not Printed
131.	<b>25.01.1979</b>	No. 9/1/78-2FR-II	Additional Emoluments (Compulsory Deposit) Act, 1974 - Premature repayment of Compulsory deposits on ground of extreme hardship.	Obsolete.	Not Printed
132.	<b>16.11.1978</b>	No. 4/4(39)-78-2FR(I)	Despatch of Account statement for the year 1977-78.	Obsolete.	Not Printed
133.	<b>14.09.1978</b>	No. 4/1(29)/78-2FR(I)	Execution of indemnity Bond for drawal of Provident Fund Balance.	Revised vide dt. 19.07.1983.	Not Printed
134.	<b>23.06.1978</b>	No. 34/5/78-6WM	Rate of Interest on deposits in the Provident Fund and other similar Funds for the Financial Year 1978-79.		<b>141</b>
135.	<b>18.05.1978</b>	No. 4/4(2)-78-2FR(I)	Improvement of conditions in the General Provident Fund Accounts Introduction of pass Book system.	Obsolete.	Not Printed
136.	<b>16.12.1977</b>	No. 3490-2FR-I-77/37637	Grant of advances/Final withdrawal from the Provident Funds for meeting expenses in higher education.	Obsolete.	Not Printed
137.	<b>09.12.1977</b>	No. 2147-2FR-I-77/35304	Sanction of withdrawals from General Provident Fund – Revised procedure regarding.	Obsolete.	Not Printed
138.	<b>13.09.1977</b>	No. 2147-2FR-I-77/27558	Sanction of withdrawal from General Provident Fund Revised Procedure regarding.	Obsolete.	Not Printed
139.	<b>25.05.1977</b>	No. 4778-6WM-77/15163	Rate of interest on deposits in the Provident Fund and other similar funds for the financial year 1977-78.		<b>142</b>
140.	<b>13.09.1976</b>	No. 1973-2FR-I-76/31595	Noting of the date of birth of Subscribers in the Provident Fund Ledger Cards/Folios.	Obsolete.	Not Printed
141.	<b>22.07.1976</b>	No. 2378-2FR-I-76/24834	Incentive Bonus Scheme for subscribers to Provident Funds.	Obsolete.	Not Printed
142.	<b>13.04.1976</b>	No. 1023-2FR-I-76/8640	Grant of advances/final withdrawals from the Provident Fund for meeting the expenses on higher education.	Obsolete.	Not Printed
143.	<b>24.07.1975</b>	No. 1270-1FR/23925	Withdrawal from General Provident Fund for meeting expenditure on the construction of House - Procedure regarding.	Revised vide HGPf Rules, 2006.	Not Printed
144.	<b>15.07.1975</b>	No. 3925-3WM-75/22222	Rate of interest on deposit in the Provident Fund and other similar Funds for the financial year 1975-76.		<b>143</b>

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145.	<b>09.06.1975</b>	No. 3587-1FR-75/ 13974	Compulsory Contribution to the General Provident Fund.	Revised and inserted in GPF Rules, 2006.	Not Printed
146.	<b>25.09.1974</b>	No. 5770-3FR-74/ 33871	Additional Emoluments (Compulsory Deposit) Act, 1974 -Procedure for deductions and maintenance of accounts.	Obsolete.	Not Printed
147.	<b>15.06.1974</b>	No. 3108-7FR-74/ 20359	Payment of interest on Provident Fund balances for a period exceeding six months.	Revised vide HGPF Rules, 2006.	Not Printed
148.	<b>12.03.1974</b>	No. 1757-3WM-74/ 9156	Rate of interest on deposits in the Provident Fund and other similar Funds for the Financial Year 1974-75.		<b>144</b>
149.	<b>29.01.1974</b>	No. 159-7FR-74/3500	Preparation of schedules of Provident Fund deductions.		<b>73</b>
150.	<b>18.12.1973</b>	No. 5925-7FR-73/ 47785	Sanction of withdrawal from General Provident Fund procedure regarding.	Obsolete.	Not Printed
151.	<b>31.10.1973</b>	No. 4077-7FR- 73/89165	Sanction of withdrawal from General Provident Fund - Revised Procedure - regarding.	Obsolete.	Not Printed
152.	<b>27.09.1973</b>	No. 5862-3WM-73/ 37693	Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1973-74.		<b>145</b>
153.	<b>20.08.1973</b>	No. 4392-7FR-73/ 32628	Payment of interest on provident Fund balance for a period exceeding six months.	Revised vide HGPF Rules, 2006.	Not Printed
154.	<b>19.04.1973</b>	No. 2074-1FR-73/ 16861	Printing/cyclostyling of Provident Fund Schedules.	Revised vide dt. 23.02.1979.	Not Printed
155.	<b>04.12.1972</b>	No. 6258-1FR-72/	Elimination of delays in the payment of Provident Fund balances to Subscribers, nominees and other claimants.	Obsolete.	Not Printed
156.	<b>04.12.1972</b>	No. 6086-1FR-72/	Grant of advances/final withdrawals from the Provident Funds for the meeting expenses of higher education.	Obsolete.	Not Printed
157.	<b>22.08.1972</b>	No. 4651-1FR-72/ 26554	Sanction of withdrawal from General Provident Fund -procedure regarding.	Obsolete.	Not Printed
158.	<b>30.06.1972</b>	No. 3387-1FR-72/ 20253	Payment of interest on Provident Fund balances for a period exceeding six months.	Revised vide HGPF Rules, 2006.	Not Printed
159.	<b>20.03.1972</b>	No. 1247-1FR-72/7348	Final payment of accumulations in the G.P.Fund Account of superannuation - revised procedure for.	Obsolete.	Not Printed

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160.	08.02.1972	क्र. 339-1FR-72/3189	हरियाणा में भवन निर्माण के लिए स्थाई पेशगी ।	Obsolete.	Not Printed
161.	25.11.1971	No. 6328-3WM-71/36073	Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1971-72.		146
162.	25.06.1971	No. 3210-1FR-71-16109	Payment of interest on Provident Fund balances for a period exceeding six months.	Revised vide HGPF Rules, 2006.	Not Printed
163.	11.01.1971	No. 126-FR-I-71/578	Grant of advances/final withdrawals from the Provident Funds for meeting expenses of the higher education.	Obsolete.	Not Printed
164.	29.09.1970	No. 5714-3WM-70/26814	Rate of interest on deposits in the provident Fund and other similar Funds for the financial year 1970-71.		147
165.	23.09.1970	No. 4715-1FR-70/26312	G.P. Fund Accounts Statement for the year 1969-70.	Obsolete.	Not Printed
166.	18.03.1970	No. 998-1FR-70/7872	Maintenance of General Provident Fund Accounts quoting of accounts numbers on the Schedules.	Obsolete.	Not Printed
167.	18.03.1970	No. 1190-1FR-70/7870	Condition of Provident Fund Accounts – Improvement of.	Obsolete.	Not Printed
168.	18.02.1970	No. 93-1FR-70/	Grant of advances/final withdrawals from the Provident Funds for meeting expenses of the higher education.	Obsolete.	Not Printed
169.	05.01.1970	No. 9187-1FR-69/67	Payment of interest on Provident Fund balances for a period exceeding six months.	Revised vide HGPF Rules, 2006.	Not Printed
170.	14.10.1969	No. 5781-3WM-69/28997	Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1969-70.		148
171.	03.10.1969	No. 8054-1FR-69/27326	Printing/cyclostyling of Provident Fund Schedules.		74
172.	20.05.1969	No. 1889-1FR-69/12851	Indication of General Provident Fund Account numbers in the Service Books.		100
173.	24.04.1969	No. 1566-1FR-69/10291	Final withdrawal of money from Provident Fund for meeting expenditure on marriage and education purposes.	Obsolete.	Not Printed
174.	09.04.1969	No. 1536-1FR-69/9221	Grant of advances from Provident Fund to Government Servants for the construction of their own house at Chandigarh.	Obsolete.	Not Printed
175.	17.03.1969	No. 1270-1FR-69/7017	Compulsory Contribution to the General Provident Fund.	Obsolete.	Not Printed
176.	03.01.1969	No. 5517-1FR-68/470	Grant of advances/final withdrawals from the Provident Funds for meeting the expenses of the higher educations.	Obsolete.	Not Printed



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177.	<b>12/13.12.1968</b>	No. 6398-1FR-68/17906	Printing/cyclostyling of Provident Fund Schedules.	Revised vide dt. 03.10.69.	Not Printed
178.	<b>28.11.1968</b>	No. 1684-1FR-68/31890	Elimination of delays in the payment of Provident Fund balances to subscribers, nominees and other claimants.	Obsolete.	Not Printed
179.	<b>13.08.1968</b>	No. 5619-1FR-68/19484	Grant of advances from Provident Fund to Government Servants for the construction of their own house at Chandigarh.	Obsolete.	Not Printed
180.	<b>15.06.1968</b>	No. 2516-3WM-68/13757	Rate of interest on deposits in the Provident Fund and other similar Funds for the financial year 1968-69.		<b>149</b>
181.	<b>13.12.1967</b>	No. 10341-1FR-67/	Completion of missing credits in the Provident Fund Accounts of the subscribers.	Obsolete.	Not Printed
182.	<b>27.10.1967</b>	No. 9713-1FR-67/25435	Grant of temporary advances out of General Provident Fund Accounts.	Obsolete.	Not Printed
183.	<b>30.08.1967</b>	No. 3364-3WM-67/19763	Rate of interest on deposits in the Provident Fund and other similar Funds for the Financial year 1967-68.		<b>150</b>
184.	<b>29.06.1967</b>	No. 5530-1FR-67/11519	Grant of advances from Provident Fund to Govt. servants for the construction of their own houses at Chandigarh.	Obsolete.	Not Printed
185.	<b>08.05.1967</b>	No. 1277-1FR-67/8427	Preparation of Provident Fund Schedules.	Obsolete.	Not Printed
186.	<b>14.12.1966</b>	No. 38-FR-66/703	Sanction to temporary withdrawals out of G.P. Fund Accounts.	Obsolete.	Not Printed
187.	<b>30.06.1965</b>	No. 4801-4FR-I-65/11300	Disbursement of Provident Fund moneys to persons on behalf of minors.	Revised vide dt. 19.07.83.	Not Printed
188.	<b>31.07.1964</b>	No. 6687-4FR-II-64/7385	Rectification of discrepancies in the Provident Fund Accounts of non-gazetted Government Employees.	Obsolete.	Not Printed
189.	<b>30.05.1964</b>	No. 4326-(3)FR-II-64/5224	Terms of deputation of officers deputed from Punjab State to the Central Government and other State Government and vice versa.	Inserted in HGPF Rules, 2006.	Not Printed
190.	<b>20.11.1963</b>	No. 8377-4FR(I)-63/13200	Application form for admission to Provident Funds.	Revised vide HGPF Rules, 2006.	Not Printed
191.	<b>01.08.1963</b>	No. 6953-(4)-FR-63/8077	Authorities competent to grant advances/withdrawals from General Provident Fund.	Obsolete	Not Printed
192.	<b>31.05.1963</b>	No. 4415-4FR-I-63/6249	Continued retention of Provident Fund money in the Fund after retirement.	Obsolete.	Not Printed

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193.	27.05.1963	No. 3744-4FR-I-63/6116	Elimination of delays in the payment of Provident Fund balances to subscribers, nominees or other claimants.	Obsolete.	Not Printed
194.	05.03.1963	No. 615-4FR-I-63/1968	Grant of temporary advances out of G. P. Fund Accounts to meet Medical expenses.	Obsolete.	Not Printed
195.	21.11.1961	No. 8105-4FR-I-61/10294	Elimination of delays in the payment of Provident Fund balances to subscribers, nominees or other claimants.	Obsolete..	Not Printed
196.	14.03.1961	No. 8666-4FR-I-60/2823	Elimination of delays in the payment of Provident Fund balances to subscribers, nominees or other claimants.	Obsolete..	Not Printed
197.	26.12.1960	No. 7994-4FR-I-60-11550	General Instructions to grant of temporary advances out of G. P. Fund Accounts	Obsolete.	Not Printed
198.	13.12.1960	No. 11017-4FR-60/10195	Withdrawal from the Provident Fund Accounts.	Obsolete.	Not Printed
199.	21.09.1960	No. 9132-4FR-I-60-8180	Grant of temporary advances out of G. P. Fund Accounts for marriage, funeral or other ceremonies.	Obsolete.	Not Printed
200.	17.06.1960	No. 5053-4FR-I-60/5406	Payment of interest on Provident Fund balances for a period exceeding six months.	Revised and inserted in GPF Rules, 2006	Not Printed
201.	17.02.1960	No. 11413-3FR-I-60/1861	Provident Fund Accounts – Reconciliation of.	Obsolete	Not Printed
202.	12.11.1959	No. 7805-4FR-59/13956	Disbursement of Provident Fund moneys to persons on behalf of minors.	Revised vide dt. 30.06.65.	Not Printed
203.	17.08.1959	No. 5620-4-FR-I-59/7791	Repayment of the amount withdrawn or withheld from the G.P.F. for Financing Life Insurance Policies.	Obsolete	Not Printed
204.	15.07.1959	No. 4653-FR-I-59/6672	Elimination of delays in the payment of Provident Fund balances to the subscribers or their families.	Obsolete.	Not Printed
205.	24.11.1958	No. 9106-FR-I-58/16385	Continued retention of Provident Fund money in the funds after retirement.	Obsolete	Not Printed
206.	18.09.1958	No. 4640-FR-I-58/13811	Admissibility of protected rate of interest on G.P.F. to a Government Employee re-instated after dismissal.	Revised vide HGPF Rules, 2006.	Not Printed
207.	03.12.1957	No. 7435-FR-I-57/13148	Authorities competent to re-assign the insurance policies financed from Government Provident Fund in the altered situation brought about the partition of the country.	Obsolete.	Not Printed

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208.	<b>31.07.1956</b>	No. 1513-FR-56/5564	Dearness Allowance.	Obsolete.	Not Printed
209.	<b>28.06.1956</b>	No. 6587-FR-56/5080	Financing of Postal Insurance Policies from the various State Provident Funds.	Obsolete.	Not Printed
210.	<b>17.04.1956</b>	No. 2655-FR-56/3403	Grant of Temporary Advances from Provident Fund.	Obsolete.	Not Printed
211.	<b>16.01.1956</b>	No. 12327-FR-55/563	Non refundable advance	Obsolete.	Not Printed
212.	<b>07.10.1955</b>	No. 10134-FR-I-55/9576	Powers to sanction advances.	Obsolete.	Not Printed
213.	<b>14.03.1955</b>	No. 1657-FR-55/1921	Acceleration of Final Payments of Provident Fund moneys to the subscribers.	Obsolete.	Not Printed

**Note :** Instructions Not Printed in Compendium are available on website of Finance Department [www.finharyana.gov.in](http://www.finharyana.gov.in).

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