

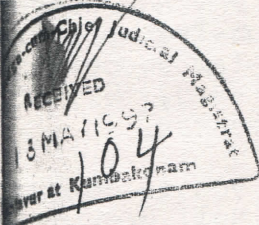
Copy of letter No.96811/Salaries/96-1, dated 27.3.1997 from Thiru S.K.Subramanian, B.A.,B.Com., Joint Secretary to Government, Finance (Salaries)Department,Chennai-600 009 addressed to The Registrar,High Court,Chennai-104. 26

.....

Gazette.)

Sub:- Pass Book-Maintanance of pass books for self drawing officers for recording the long termloans - Instructions- Issued.

Ref:- 1. G.O.Ms.891,(Sal)Dept. dt. s6.11.91.
2. Govt.Lr.No.11275 Sal.I/91-16, dt. 10.2.94
3. From the C.T.A. Lr.Rc.No. [] addressed to DTA. 72647/93/ D4, dt. 25.11.96.



-2.
atore /

.....

With a view to avoid undue delay in settlement of pensionary benefits due to missing credits of long term loans and advances, the Government, in the Government Order cited, introduced the system of pass book for self drawing officers with effect from 1.4.92 for accounting longterm loans and advances. The pass books were printed and supplied for distribution through all Sub Treasury Officers/Pay and Accounts Officers/Treasury Officers, so as to make entries of deductions of long term advances. In Government letter second cited, the Director of Treasuries and Accounts has been instructed to send quarterly report to Government on the maintenance of pass books by the self drawing officers instead of a monthly report sent by him, without fail.

ai-9.

plex,

ion,

2. To ensure prompt maintenance of the pass books the following instructions are issued:

amalingam

a) In respect of the self drawing officers who have already drawn long term loans but have not purchased the pass book and updated the entries:

The Sub-Treasury Officers/Treasury Officers/Pay and Accounts Officers are empowered to send a letter to all self drawing officers who have drawn long term loans, requesting them to purchase and produce the pass books by allowing one month time. If the pass book is not purchased, the Sub-Treasury Officers/Treasury Officers/Pay and Accounts Officers are empowered to admit the bills of subsequent month of the concerned self drawing officer, only if it is purchased and produced while presenting the bill.

b) In respect of self-drawing officers who have not so far availed long term loan: The self drawing officer should purchase the pass book and send it along with the bill at the time presenting long term advancebill. The Pay and Accounts Officers/Treasury Officers/Sub-Treasury Officers are empowered to pass the long term

SECTION OFFICE

Handwritten notes and signatures on the left margin.

Handwritten notes and signatures on the left margin.

Handwritten notes and signatures on the left margin, including '28/3/97' and '24/4/97'.

advance bill only if the pass book is purchased and produced in future.

- 3. As regards making entries in the pass book, responsibility should lie with the self drawing officers only, to have the entries made and attested. To ensure this, the Pay and Accounts Officers/Treasury Officers/Sub-Treasury Officers are empowered to issue the income-tax deduction certificate of the Last Pay Certificate, only if the pass book produced and got attested.
- 4. I am to request you to communicate these instructions to all self drawing officers under your control, immediately.
- 5. Consequent on the revised instructions issued in para 2nd and 3rd above, the instruction issued by the Director of Treasuries and Accounts, in Government letter second cited, for furnishing quarterly report regarding issue of pass book shall be discontinued.

Yours faithfully
Sd.
for JOINT SECRETARY TO

/true copy/

Rec. No. 1119/97. Bud. IV. Dt. 30.4.97.

Copy Communicated for information and necessary further action.

Senior Accounts Officer
High Court, Madras.

Gov. 54/57

To

- 1. All the District Judges.
- 2. All the Judicial Magistrates.
- 3. All the Additional Magistrates.
- 4. All the Additional Sessions Judges.
- 5. All the Additional District Judges.
- 6. All the Additional Chief Magistrates.
- 7. All the Additional Sessions Judges.
- 8. All the Additional District Judges.
- 9. All the Additional Chief Magistrates.
- 10. All the Additional Sessions Judges.
- 11. All the Additional District Judges.
- 12. All the Additional Chief Magistrates.
- 13. All the Additional Sessions Judges.
- 14. All the Additional District Judges.
- 15. All the Additional Chief Magistrates.
- 16. All the Additional Sessions Judges.
- 17. All the Additional District Judges.
- 18. All the Additional Chief Magistrates.
- 19. All the Additional Sessions Judges.
- 20. All the Additional District Judges.
- 21. All the Additional Chief Magistrates.
- 22. All the Additional Sessions Judges.
- 23. All the Additional District Judges.
- 24. All the Additional Chief Magistrates.
- 25. All the Additional Sessions Judges.
- 26. All the Additional District Judges.
- 27. All the Additional Chief Magistrates.
- 28. All the Additional Sessions Judges.
- 29. All the Additional District Judges.
- 30. All the Additional Chief Magistrates.
- 31. All the Additional Sessions Judges.
- 32. All the Additional District Judges.
- 33. All the Additional Chief Magistrates.
- 34. All the Additional Sessions Judges.
- 35. All the Additional District Judges.
- 36. All the Additional Chief Magistrates.
- 37. All the Additional Sessions Judges.
- 38. All the Additional District Judges.
- 39. All the Additional Chief Magistrates.
- 40. All the Additional Sessions Judges.
- 41. All the Additional District Judges.
- 42. All the Additional Chief Magistrates.
- 43. All the Additional Sessions Judges.
- 44. All the Additional District Judges.
- 45. All the Additional Chief Magistrates.
- 46. All the Additional Sessions Judges.
- 47. All the Additional District Judges.
- 48. All the Additional Chief Magistrates.
- 49. All the Additional Sessions Judges.
- 50. All the Additional District Judges.
- 51. All the Additional Chief Magistrates.
- 52. All the Additional Sessions Judges.
- 53. All the Additional District Judges.
- 54. All the Additional Chief Magistrates.
- 55. All the Additional Sessions Judges.
- 56. All the Additional District Judges.
- 57. All the Additional Chief Magistrates.
- 58. All the Additional Sessions Judges.
- 59. All the Additional District Judges.
- 60. All the Additional Chief Magistrates.
- 61. All the Additional Sessions Judges.
- 62. All the Additional District Judges.
- 63. All the Additional Chief Magistrates.
- 64. All the Additional Sessions Judges.
- 65. All the Additional District Judges.
- 66. All the Additional Chief Magistrates.
- 67. All the Additional Sessions Judges.
- 68. All the Additional District Judges.
- 69. All the Additional Chief Magistrates.
- 70. All the Additional Sessions Judges.
- 71. All the Additional District Judges.
- 72. All the Additional Chief Magistrates.
- 73. All the Additional Sessions Judges.
- 74. All the Additional District Judges.
- 75. All the Additional Chief Magistrates.
- 76. All the Additional Sessions Judges.
- 77. All the Additional District Judges.
- 78. All the Additional Chief Magistrates.
- 79. All the Additional Sessions Judges.
- 80. All the Additional District Judges.
- 81. All the Additional Chief Magistrates.
- 82. All the Additional Sessions Judges.
- 83. All the Additional District Judges.
- 84. All the Additional Chief Magistrates.
- 85. All the Additional Sessions Judges.
- 86. All the Additional District Judges.
- 87. All the Additional Chief Magistrates.
- 88. All the Additional Sessions Judges.
- 89. All the Additional District Judges.
- 90. All the Additional Chief Magistrates.
- 91. All the Additional Sessions Judges.
- 92. All the Additional District Judges.
- 93. All the Additional Chief Magistrates.
- 94. All the Additional Sessions Judges.
- 95. All the Additional District Judges.
- 96. All the Additional Chief Magistrates.
- 97. All the Additional Sessions Judges.
- 98. All the Additional District Judges.
- 99. All the Additional Chief Magistrates.
- 100. All the Additional Sessions Judges.

Accounts Officer, High Court, Madras.

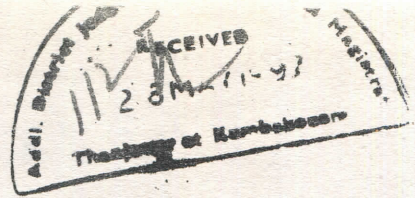
Accounts Officers, B&J Sections, High Court, Madras.

kg/30.4.

GN 54/91 dt. 19.5.97

*copy communicated to Judicial Magistrates
in this line for information and necessary
action.*

Additional District Judge - Chief
Chief Judicial Magistrate,
Thanjavur at Kumbakonam



the
sted.
ered
s

GOVERNMENT OF TAMIL NADU

FINANCE (SALARIES) DEPARTMENT,
Fort St. George,
Chennai-600 009.

263

Letter No. 96811/Salaries/96-1, Dated : 27-3-1997

From
Thiru S.K. Subramanian, B.A., B.Com.,
Joint Secretary to Government.

in
he
nsed

GOVERNMENT

- To All Secretaries to Government.
- All Departments of Secretariat.
- All Heads of Departments.
- All District Collectors.
- All District Judges/Chief Judicial Magistrates.
- The Pay and Accounts Officer (Secretariat), Chennai-9.
- The Pay and Accounts Officer (North), Chennai-79.
- The Pay and Accounts Officer (South), Chennai-35.
- The Pay and Accounts Officer (East), Chennai-5.
- The Pay and Accounts Officer, Madurai.
- The Accountant General (CAB), Chennai-9.
- The Accountant General (Audit-I), Chennai-6.
- The Accountant General (Audit-II), Chennai-35.
- The Accountant General (A&E), Chennai-18.
- The Commissioner of Treasuries and Accounts, Chennai-15.
- The Principal Accountant General, Chennai-18.
- The Director of Stationery and Printing, Chennai-2.
- The Secretary, Tamil Nadu Public Service Commission, Chennai-2.
- The Registrar, High Court, Chennai-104.
- All Treasury Officers/Sub Treasury Officers.

Sir,

Sub : Pass Book--maintenance of pass books for self drawing officers for recording the long term loans--Instructions--Issued.

- Ref : 1. G.O. Ms. No. 891, Fin. (Sal.) Dept., dt. 26-11-91.
- 2. Govt. Lr. No. 11275, Sal. I/91-16, dt. 10-2-94. addressed to DTA.
- 3. From the C.T.A. Lr. No. 72647/93/D1, dt. 25-11-90.

..000..

With a view to avoid undue delay in settlement of pensionary benefits due to missing credits of long term loans and advances, the Government, in the Government Order cited, introduced the system of pass book for self drawing officers with effect from 1-4-92 for accounting long term loans and advances. The pass books were printed and supplied for distribution through all Sub Treasury Officers/Pay and Accounts Officers/Treasury Officers, so as to make entries of deductions of long term advances. In Government letter second cited, the Director of Treasuries and Accounts has been instructed to send quarterly report to Government on the maintenance of pass books by the self drawing officers instead of a monthly report sent by him, without fail.

in
the
nsed
GOVERNMENT
41
D No 3666

2. To ensure prompt maintenance of the pass books the following instructions are issued:

- a) In respect of the self drawing officers who have already drawn long term loans but have not purchased the pass book and updated the entries:

The Sub-Treasury Officers/Treasury Officers/Pay and Accounts Officers are empowered to send a letter to all self drawing officers who have drawn long term loans, requesting them to purchase and produce the pass books by allowing one month time. If the pass book is not purchased, the Sub-Treasury Officers/Treasury Officers/Pay and Accounts Officers are empowered to admit the bills of subsequent month of the concerned self drawing officer, only if it is purchased and produced while presenting the bill.

- b) In respect of self-drawing officers who have not so far availed long term loan: The self drawing officer should purchase the pass book and send it along with the bill at the time presenting long term advance bill. The Pay and Accounts Officers/Treasury Officers/Sub-Treasury Officers are empowered to pass the long term advance bill only if the pass book is purchased and produced in future.

3. As regards making entries in the pass books, the responsibility should lie with the self drawing officers only, to have the entries made and attested. To ensure this, the Pay and Accounts Officers/Treasury Officers/Sub-Treasury Officers are empowered to issue the income-tax deduction certificate or the Last Pay Certificate, only if the pass book is produced and got attested.

4. I do request you to communicate these instructions to all self drawing officers under your control, immediately.

5. Consequent on the revised instructions issued in para 2nd and 3rd above, the instruction issued to the Director of Treasuries and Accounts, in Government letter second cited, for furnishing quarterly report regarding issue of pass book shall be dispensed with.

Yours faithfully,

Govind Narain

B No 57/97

FOR GOVT SECRETARY TO GOVERNMENT.

Subj: The above

The above Govt letter has already been received and communicated to all the JMs & JAs on 13/11/57 B No 54/57. Hence the same may be closed & the file.

For orders
[Signature]

Rife
[Signature]
14/11/57