URGENT

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
ANDHRA PRADESH, VIJAYAWADA-520002.**

No. Funds: ………………. 　　　　　　　　　　　Date: ……/………/20

To

…………………………………

…………………………………

…………………………………

…………………………………

　　　　Subject:- GPF/A.I.S.P.F – Missing Credits/Debits in the accounts of Shri/Smt.
……………………………………………… – GPF A/c No. ………………………

　　　　　　　　　　　　　　ooOoo

　　　　The months for which the credits are missing have been noted in column (2) of the Statement appended and Column (3) to (7) of the Statement may be filled in by you and forwarded to the Treasury Officer concerned fill the details in Col. No. 8 to 11 for onward transmission to this office.

　　　　If subscriptions have not been recovered, the reasons for the non-recovery may be intimated.

　　　　The debit of Rs. ……………………….. drawn in the month of……………….. is missing. Full particulars of the bill may also be furnished through the Treasury Officer concerned to enable him to indicate the head of account and the name of the Fund under which the debit was classified in the Treasury Accounts.

　　　　　　　　　　　　　　　　　Yours faithfully,

　　　　　　　　　　　　　　　　　Assistant Accounts Officer

Copy to:-
Sri/Smt.……………………………………………………………………………………………………

……………………………………………………………………………………………………

　　　　　　　　　　　　　　　　　Assistant Accounts Officer

　　　　　　　　　　　　　　(PTO)

Sl.No.	Month for which credit is missing	Recovered in the pay bill for the month of	Gross amount of the bill	Net amount of the bill	AMOUNT RECOVERED TOWARDS GPF		Date of encashment of the bill	place of encashment of the bill	Sub-account and Huzur Vr. Number of the bill	Name of the Fund under which the credit is classified	Total amount in which the credit is included
					Subscription	Refund of withdrawal					
(1).	(2).	(3).	(4).	(5).	(6a).	(6b).	(7).	(8).	(9).	(10).	(11).

Counter Signature and Certificate by DTO/STO/PAO

Signature of DDO