

Do's &Don'ts for GPF: -

Subscriber

Guidelines to the GPF subscribers

Quote the correct account number with proper suffix in all transactions and correspondence in connection with your Provident Fund account.

Ensure that your GPF Account Number is correctly noted in your Service Book, GPF schedules, withdrawals from GPF etc.

Please ensure that all advances and withdrawals are exhibited in the Annual Accounts Statement issued from A.G.Orissa. If there is any omission in the withdrawal column of the account slip, it is the duty of the subscriber to bring the omission to the notice of the Office of the Accountant General(A&E), Orissa immediately. Failure to bring the missing withdrawals to the notice of A.G. may result in minus balance in your Provident Fund account at a later date which may cause hardship after retirement. Please ensure that all details are correctly brought to the notice of A.G.Office. Special care may please be taken in case where sanctions were issued but amount were not drawn or drawn in any other account number.

Discrepancies, if any, noticed in the Provident Fund account slip, may be addressed to concerned Accounts Officer/Deputy Accountant General(Funds) through the DDO only. Direct correspondence does not help much. Documents certified by DDO only will be accepted as authentic.

Closing Balance shown in the Provident Fund accounts statement is subject to adjustment of missing debits & credits and interest thereon.