

**FORM OTC - 80A**

(See SR-669)

**FORM OF APPLICATION FOR FINAL PAYMENT OF BALANCES IN THE  
GENERAL PROVIDENT FUND ACCOUNT**

**(To be used by both Gazetted and Non-Gazetted Employees)**

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To

**The Accountant General (A & E)**

**Odisha Bhubaneswar**

Madam/Sir,

It is certified that Sri/ Smt. \_\_\_\_\_ is due to retire/have retired/have proceeded on leave preparatory to retirement for \_\_\_\_\_ months/have been discharged/dismissed/removed/have been permanently transferred to \_\_\_\_\_ /have resigned finally from Government Service under Government of Odisha to take-up appointment with \_\_\_\_\_ and the resignation has been accepted with effect from \_\_\_\_\_.

2. The Provident Fund Account Number of Sri/Smt./Kumari/ Miss \_\_\_\_\_ as verified from the statements furnished to him/her from year to year) is \_\_\_\_\_.
3. He/She joined in service on \_\_\_\_\_ forenoon/afternoon. He/She is due to retire from Government Service on \_\_\_\_\_.
4. He/She has not resigned from Government Service with prior permission of the State Government to take up an appointment in another department of the same Government or under another State Government or Central Government or under a body Corporate owned or controlled by the State.
5. The last fund deduction was made from his/her pay from the month of \_\_\_\_\_ drawn in this Office Bill No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) Challan/Voucher No. \_\_\_\_\_ of District/Special Treasury \_\_\_\_\_, the amount of deduction being Rs. \_\_\_\_\_ ( Rupees \_\_\_\_\_ ) and recovery on account of refund of advance Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_).

6. He/She was neither sanctioned any Temporary Advance nor any Part-final withdrawal from his Provident Fund Account No \_\_\_\_\_ during twelve months immediately preceding the date of his/her quitting service under State Government/ proceeding on the leave preparatory to retirement or thereafter.

OR

7. The following Temporary Advance/ Part-final withdrawals were sanctioned to him/her and drawn from his/her Provident Fund Account No. \_\_\_\_\_ during the twelve months immediately preceding the date of his/her quitting service under State Government/ proceeding on the leave preparatory to retirement or thereafter are given below :-

Temporary Advances				Part-Final withdrawal			
Amount of Adv.	Voucher No	Voucher Date	Treasury	Amount of Adv.	Voucher No	Voucher Date	Treasury

8. He/She had taken the aforesaid advances in respect of which \_\_\_\_\_ installments of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) are yet to be recovered and credited to the General Provident Fund account.

9. The amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) standing to the credit in his/her GPF Account No. as indicated in the accounts statement issued for the year \_\_\_\_\_ as appearing in the ledger account being maintained by you may please be arranged to be paid to Sri/ Smt. \_\_\_\_\_ as 1<sup>st</sup> installment of Final Payment through State Pension Treasury, Bhubaneswar.

10. I request that the entire amount at his/her credit with interest due under the rules may be authorized for payment to his/her Bank A/c No. \_\_\_\_\_ IFSC \_\_\_\_\_. Mobile No. of the subscriber is \_\_\_\_\_.

Yours faithfully,

**DSC/ E-Sign of the Head of Office**