

GOVERNMENT OF JAMMU AND KASHMIR
Directorate of Family Welfare, MCH & Immunization J&K

Barzulla Srinagar Behind Bone & Joint Hospital (Srinagar) 01942956561/
Camp office Near Sainik School, Nagrota Jammu -.01912955361

Subject: - Speedy disposal of GP Fund cases (Refundable/Non-Refundable)- check list thereof.

C I R C U L A R

While examining the G.P. Fund cases of employees submitted by the DDO/ Dy. Chief Medical Officers of 2211-Family Welfare, for accord of sanction. It has been found that most of the cases are incomplete in various aspects, as per set procedure/rules in vogue with the result such cases remains pending in this Directorate for accord of sanction of the authority in absence of documents/records, as required in terms of provisions of General Provident Fund (Central Services) Rules,1960.

In order to ensure speedy disposal of GP Fund cases and with the aim to avoid any hardship a check list has been devised forming Annexure to this circular.

Accordingly, all the Dy. CMO's/DDO's are requested to ensure that the GP Fund cases are submitted to this Directorate after fulfillment of requisite formalities as devised in the check list. Incomplete cases shall not be entertained for accord of sanction for which responsibility lies on the part of Dy. CMO/DDO concerned.

14/12/2024.
(Vaneet Singh Manhas)
JKAS

Chief Accounts Officer

Family Welfare, MCH & Immunization J&K

Dated :- 14-12-2024.

No:- DFW/Jk/Acctt/12443-68

Copy to the:-

1. Administrative secretary to Government, Health and Medical Education Deptt. J&K.
2. Dy. Director Health Services (HQ)/ Incharge SHTO Jammu/Srinagar.
3. Assistant Director Family Welfare MCH & Immunization Jammu/Kashmir.
3. Principal RFPTC Kangan Kashmir.
4. Dy. Chief Medical Officer (All UT of Jamu and Kashmir).

Annexure

Check list for Rule-12 GP Fund advance (Refundable)

Documents Required:-

1. GP Fund application form (Form 3) duly filled as per basic records
2. Annual Account Statement of GP Fund (current Financial Year) duly attested/verified by Dy.CMO/DDO.
3. GP Fund statement from March, 2024.
4. Copy of last sanction (if any).
5. Recovery statement (if required as per last sanction)
6. GP Fund Categorical certificate/ Non-drawl certificate.
7. Utilization certificate of last advance (if any)
8. CPIS form duly attested by DDO.
9. 1st and 2nd page of Service Book duly attested by DDO/Dy.CMO.
10. Purpose for advance required, in terms of Rule-12 of GPF (CSR), 1960 upto 12 months pay or three fourth of the amount at credit of the subscriber, whichever is less:-
 - (i). Illness of self or family member.
 - (ii). Education of family member (Dependent).
 - (iii) Obligatory expenses.
 - (iv). Purchase of consumer durables.
 - (v) . Cost of legal proceedings
 - (vi). Cost of defence.

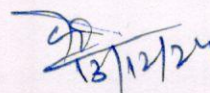
Check list for Rule-15 GP Fund withdrawal (Non-Refundable)

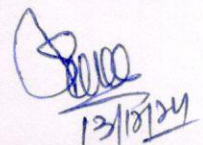
Documents Required:-

1. GP Fund application form (form 4) duly filled as per basic records
2. Annual Account Statement of GP Fund (current Financial Year) duly attested/verified by Dy.CMO/DDO
3. GP Fund statement from March, 2024.
4. Copy of Last Sanction (if any).
5. Recovery statement (if required as per last sanction).
6. GP Fund categorical certificate/ Non-drawl certificate.
7. Utilization certificate of last advance (if any).
8. CPIS form duly attested by DDO
9. 1st and 2nd page of Service Book duly attested by DDO/Dy.CMO.
10. Purpose for withdrawal, in terms of Rule-15 of GPF (CSR), 1960 upto 12 months pay or three fourth of the amount at credit of the subscriber, whichever is less:-
 - (i). Illness of self or family member.
 - (ii). Education of family member (Dependent).
 - (iii) Obligatory expenses.
 - (iv). Purchase of consumer durables.

In terms of Rule-15 of GPF (CSR), 1960, 90% of the amount at credit is allowed (one time entire services) for:-

- (i) . Construction of House (one time entire services)
- (ii). Addition and alteration of House.
- (iii). Purchase of land for building a house.
- (iv). Repayment of Housing loan.
- (v). superannuation retirement upto 02 years before superannuation.


13/12/24


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