

# ANNEXURE-I(CONT.)

Name of the School: \_\_\_\_\_

Name of the Employee : \_\_\_\_\_

Arrear for the period from : \_\_\_\_\_ Rs \_\_\_\_\_

Arrear due to account of

To be Credited to

Basic Pay	DA	HRA	MA	Gross	CPF/GPF	P.Tax	G.PF/CPF	Other	Net Claim
						Less any ad-hoc payment made			
						1.			
						2.			
						3.			
						4.			
						Actual claim			

Date of receipt of 1<sup>st</sup> Grant-in-aid by the school \_\_\_\_\_  
Lamp \_\_\_\_\_ Grant w.e.f \_\_\_\_\_ salary  
deficit scheme.

Reason For Arrear:

Certified that :

1. The amount claimed in this bill not drawn before.
2. The office copy agrees with the copy of the bill.
3. The claim has been preferred with reference to Acquittance Roll & Other Office records.
4. Necessary notes have been kept in the o/c of the bill from which it was omitted in order to avoid double payment in future.
5. The incumbent has not enjoyed ay E.O.L during the period of arrear claimed/has enjoyed any E.O.L in the month/s of as stated in the remarks column.
6. I.Tax, P.Tax,G.P.F if any, will be deducted & deposited through chalan.
7. The admissibility of the arrear claim has been checked with reference to Govt. order other relevant records and found in order.

Passed for Rs \_\_\_\_\_  
(Rupees \_\_\_\_\_  
\_\_\_\_\_ only)

Checked, verified and found the claim as  
admissible and correct.

\_\_\_\_\_  
A.D. / D.D (Account)

Shaftech2

\_\_\_\_\_  
Signature of the Secy.

\_\_\_\_\_  
D.I Of Schools

## ANNEXURE-I

**Name of the School:** \_\_\_\_\_

**Name of the Employee :** \_\_\_\_\_

Arrear for the period from : \_\_\_\_\_

**Scale admissible:** \_\_\_\_\_ **Scale Drawn:** \_\_\_\_\_

[illegible]

**Signature of Head of the Institute**