

LAST PAY CERTIFICATE

(See Rules 11 (4) and 80 of Central Government Account, Receipts & Payments Rules, 1983)

1. Last Pay Certificate of _____ Level - _____
Designation _____ of Ministry/Department/Office _____
proceeding on _____.

2. He/she has been paid up to _____ at the following rates :-

Entitlement	Amount	Deduction	Amount
1. Pay	- ₹	1. GPF Subs.	- ₹
2. D.A.	- ₹	2. GPF Impound	- ₹
3. SCA	- ₹	3. GPF Adv.	- ₹
4. HRA	- ₹	4. NPS	- ₹
5. FPA	- ₹	5. Festival Adv.	- ₹
6. W.A.	- ₹	6. HBA	- ₹
7. Special Pay	- ₹	7. HUDCO	- ₹
		8. LIC	- ₹
		9. IF & SF	- ₹
		10. MCA/OMCA/Cycle Adv	- ₹
		11. P. Tax	- ₹
		12. Income Tax	- ₹
Total	- ₹	Total	- ₹
Net Amount	- ₹ _____		

3. His/Her G.P.F Account No. _____ is maintained by **DA&T**.
4. He/She made over charge of the Office/Post of _____ on the forenoon/afternoon of _____.
5. Recoveries are to be made from the pay of the Government Servant detailed on the reverses.
6. He/She is also entitled to joining time for _____.
7. He/She has been sanctioned leave proceeding joining time for _____ days.
8. Detailed for PLI recovery through pay bill.
9. Detailed of Income Tax recovered up to the date from the beginning of the current financial year are noted on the reverse.
10. Service from the period from _____ to _____ (during his stay in this Office) has been rectified. A copy of LPC has been given to the Government Servant.
11. Date of Next increment _____.

Signature

Designation :

DETAILS OF RECOVERIES

1. GPF Advance :

₹ _____ drawn in _____ recoverable in _____ instalments of ₹ _____ each. ₹ _____ has been recovered up to _____ in _____ instalments of ₹ _____ each. Balance of ₹ _____ is to be recovered in _____ instalments of ₹ _____.

2. MCA/OMCA/Cycle Advance/Festival Advance :

₹ _____ drawn in _____ is recoverable in _____ instalments of ₹ _____ each. ₹ _____ has recovered up to _____ in _____ instalments of ₹ _____ each. Balance of ₹ _____ is to be recovered in _____ instalments of ₹ _____ each.

3. House Building Advance :

₹ _____ drawn in two/ three instalments of ₹ _____, ₹ _____ and ₹ _____ recoverable in _____ instalments of ₹ _____ each. ₹ _____ has been recovered up to _____ in _____ instalments of ₹ _____ each. Balance of ₹ _____ is to be recovered in _____ instalments of ₹ _____ each plus interest @ ₹ _____.

4. LIC Loan :

₹ _____ drawn in two/three instalments of ₹ _____, ₹ _____ recoverable in _____ instalments of ₹ _____ each. ₹ _____ has been recovered up to _____ in _____ instalments of ₹ _____ each, Balance of ₹ _____ is to be recovered in _____ instalments of ₹ _____ Each plus interest ₹ _____.

5. HUDCO Loan :

₹ _____ drawn in two/three instalments of ₹ _____, ₹ _____ recoverable in _____ instalments of ₹ _____ each, ₹ _____ has been recovered up to _____ in _____ instalments of ₹ _____ each, Balance of ₹ _____ is to be recovered in _____ instalments of ₹ _____ Each plus interest ₹ _____.

6. Pay Advance

7. T.A. Advance

DETAILS FOR INCOME TAX

Name of month (paid months)	Pay and Allowances	GPF contribution	OGEGIS	Income Tax	Surcharge	Remarks
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HBA Code No. _____

LIC(HBA) Code No. _____

Scooter Adv. Code No. _____

HUDCO Code No. _____

MCA Code No. _____

DDO/Treasury Officer