

GOVERNMENT OF TRIPURA
DIRECTORATE OF SMALL SAVINGS, GROUP INSURANCE
& INSTITUTIONAL FINANCE

No. T.O (1)-SS(GIS)/84-85/2905-3404 Dated, Agartala, the 11th
September, 1984.

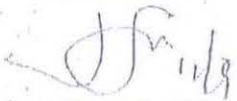
MEMORANDUM

Subject: - Tripura State Government Employees Group Insurance
Scheme, 1983 - Accounting Procedure.

A question has been raised as to how the subscription will be refunded to the employees from whom subscription were recovered wrongfully.

2. It is clarified that the Head of Office of the respective establishment may sanction for refund the amount of subscription and, after having the sanction order, the Drawing & Disbursing Officer concerned may draw the amount in bill form as laid down in Annexure-I of Accounting Procedure with specific note on the bill that the amount is drawn which was recovered wrongfully, under the Head of Account - ^{Govt} Insurance Funds - Tripura State Government Employees Group Insurance Scheme. The Head of Office will also endorse copies of the sanction order to the Accountant General Tripura and to the Directorate of Small Savings Group Insurance & Institutional Finance and also to the Treasury / Sub-Treasury Officer concerned.

3. On receipt of the bill from the drawing & disbursing Officer, the Treasury / Sub-Treasury Officer will post the figures in occurring in the bill against the relating Group in the payment register in Annexure-B-I and minus the amount from the figures of current month with a note that such amount was credited wrongfully and such figures should specifically be mentioned in the payment ~~XXXXXXX~~ schedule in Annexure-B Part-II and Annexure-C Part-II.


(JULIUS SEN)

Director,
Small Savings, Group Insurance
& Institutional Finance

To
All Heads of Department/Heads of Offices/
Treasury/Sub-Treasury Officers.