

<< PAY BILL >> DETAILED PAYBILL OF INCUMBENT OF ESTABLISHMENT OF: Secretary H.P Vidhan Sabha FOR THE MONTH OF: tt	Bill No.:..... Bill Date.:.....	Token No.:..... Token Date.:.....	(For Treasury Officer Use) Voucher No.:..... Voucher Date:.....
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1. Treasury Code:	SMLOO	2. Demand No:	1	1. GROSS TOTAL:	Rs 0
3. D.D.O.Code:	092	4. Gaztd./Non-Gaztd:	SPK/DSPK	2. SHORT DRAWAL:	Rs Nill
5. Major Head:	2011			3. TOTAL AMOUNT:	(1-2) Rs 0
6. Sub-Major Head:	02			4. A.G DEDUCTIONS (A):	Rs 0
7. Minor-Head:	101			5. BALANCE AMOUNT:	(3-4) Rs 0
8. Sub Head:				6. B.T.DEDUCTIONS: (B):	Rs 0
9. Budget Code:	SOON	10. Object No:	01	7. NET AMOUNT (payble):	(5-6) Rs 0
11. Plan/Non-Plan:	NP	12. Voted/Charged:	NP		

SUB-OBJECT(DETAILED) HEADS	(A) DEDUCTIONS (CLASSIFIED BY A.G)	(B) DEDUCTIONS(CLASSIFIED BY T.O):	< * CORRESPONDING RECEIPTS CODES * >				
1. Basic Pay: 01 Rs 0	1. GPS Subscription: Rs 0	1. Insurance fund: Rs 0	Major	S.Maj	Minor	S.Head	000 Code
2. Special Pay: 02 Rs 0	2. GPF Advance Recovery: Rs 0	2. Savings Fund: Rs 0	8011	00	105	01	
3. Dearness Allow: 03 Rs 0	3. House Building Advance: Rs 0	3. House Rent: Rs 0	8011	00	105	02	
4. Compensatory Allow: 04 Rs 0	4. ' ' Intrest: Rs 0	4.Postal Life Insurance: Rs 0	0216	01	106	00	
5. House Rent Allow: 05 Rs 0	5. M.Car/Scooter Advance: Rs 0	5.Life Insurance Corp: Rs 0	8658	00	103	00	
6. Capital Allowance: 06 Rs 0	6. ' ' Intrest: Rs 0	6.Income tax: Rs 0	8448	00	104	00	
7. Conveyance Allow: 07 Rs 0	7. Warm Cloth Advance: Rs 0	7. Surcharge: Rs 0	8658	00	112	01	
8. Washing Allowance: 08 Rs 0.	8. ' ' Intrest: Rs 0	8. Other B.T : Rs 0	8658	00	112	02	
9. : Rs.....	9. L.T.C./T.A Advance: Rs 0	9. Other B.T : Rs.....					
10. : G.P Rs 0	10. Festival Advance: Rs 0	10. Other B.T : Rs.....					
11. : Sect. Pay Rs 0	11. Miscellaneous Recovery: Rs 0						
12. : Rs.....	12. Rs.....						
13. : Rs.....							
GROSS TOTAL Rs 0	TOTAL (A) Rs 0	TOTAL (B) Rs 0					

Station -----
 Date -----

(Treasury Clerk)

(Signature & Designation of Drawing Officer)
 Code:

CERTIFICATS

1. The Drawl is being made on account of. tt sanctioned vide letter no. .Dtd.
2. Arrears were less drawn vide T/V No.....
3. Certified that pay ans allowances drawn in this bill are due ans admissible as per authority is force and the deductions where-ever required have been made, as per the rules.
4. Certified that in case of fresh appointees , the medical fitness certicates have been obtained.
5. Certified that all appointments and promotions, grant of leave and period of suspensions, and the deputation and other events which are required to be recorded, have been recorded in the service Book & leave account of the concerned employee.
6. Recieved contents (in Cash)Rs. 0(in Words) Rupees.Zero

(Signature & Designation of Drawing and Disbursing Officer)

Code No.

(TO BE USED BY TREASURY OFFICE)

Pay Rs.....(In Words) Rupees.....

(Superintendent Treasury)

Date.....

(Treasury Officers)

Account to be classified by T.O. :

1. Cash	:
2. G.I.S (S.F)	:
3. (I.F.)	:
4. LIC	:
5. PLI	:
6. House Rent	:
7. Income Tax	:
8. Surcharge	:
9. Miscellaneous	:
Total	:

(TO BE USED BY ACCOUNTANT GENERAL OFFICE)

Supdt.

Initials of.....in token of

Admitted Rs.....

A.A.O

Check of classification of

Objected Rs.....

500

Item above Rs.....

5000

Auditor

INSTRUCTIONS

1. A red line should be drawn right across the sheet after each section of the establishment and GRANDS TOTALS should be in red link.
2. All deductions should be supported by schedules in appropriate form. There should be seperate schedules for each G.P.F series and the G.P.F. account No. be entered therein in ascending order .
3. Recovery of House Rent should be supported by rent Rolls in duplicate form the PWD/Estate Officer.Deduction adjustable by B.T. should also be supported by duplicate schedules.
4. Due care should be taken to give correct code numbers wherever specified.

