

No. AAI.22/2016/254
GOVERNMENT OF ASSAM
DEPARTMENT OF PERSONNEL (PERSONNEL : A)
ASSAM SECRETARIAT (CIVIL) DISPUR
GUWAHATI - 781006

Dated Dispur, the 30th October, 2021

To : The Accountant General (A & E), Assam,
Maidamgaon, Beltola, Guwahati-29.

Sub : Final Payment of GPF to Smti. Ruby Borah, IAS, Commissioner & Secretary to
the Govt. of Assam, Personnel and AR&T Departments.

Sir,

I am directed to forward herewith a prescribed copy of G.P.F. application **Form No. I** (for final payment of G.P.F. amount) in original along with its enclosures as detailed below submitted by Smti. Ruby Borah, IAS, Commissioner & Secretary to the Govt. of Assam, Personnel and AR&T Departments and 1(one) no. of certificate stating that no non-refundable G.P.F. advance & Temporary advance has been sanctioned to the officer concerned from this end.

You are, therefore, requested kindly to arrange for issuing necessary authority for final payment of G.P.F. amount to Smti. Ruby Borah, IAS, Commissioner & Secretary to the Govt. of Assam, Personnel and AR&T Departments, from your end at an early date.

Authority may be issued to the Under Secretary to the Govt. of Assam Secretariat Administration (Accounts) Department, who is the Drawing & Disbursing Officer (DDO) for the above matter.

Enclosed :-

- 1) 1(one) copy of Specimen Signature slip of the officer concerned duly attested.
- 2) 1(one) copy of Height and Identification marks slip of the officer concerned duly attested.
- 3) 1(one) copy of GPF statement for 2020-2021.
- 4) 2(two) copy of salary statement.
- 5) 1(one) copy of Pay/Leave Salary Statement.

Yours faithfully

Joint Secretary to the Govt. of Assam
Personnel (A) Department
Dated Dispur, the 30th October, 2021

Memo No. AAI.22/2016/254-A

Copy forwarded to :-

- 1) Smti. Ruby Borah, IAS, Commissioner & Secretary to the Govt. of Assam Personnel and AR&T Departments, Dispur, Guwahati-06, for kind information.
- 2) The Under Secretary to the Govt. of Assam, Secretariat Administration (Accounts) Department, Dispur, Guwahati -06, for information and necessary action.
- 3) The personnel.assam.gov.in, Personnel (A) Department, Dispur, Guwahati-06.

By order etc..

Joint Secretary to the Govt. of Assam
Personnel (A) Department