

By Special Messenger

No. AAA.46/92/144
GOVERNMENT OF ASSAM
DEPARTMENT OF PERSONNEL (PERSONNEL: A)
ASSAM SECRETARIAT (CIVIL) DISPUR
GUWAHATI-06

Dated Dispur, the 17th November, 2021

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

Subject : Pension Papers in respect of Smti. Utpala Saikia, ACS.

Sir,

I am directed to forward herewith an application in Form No. 1 in original along with its enclosures as detailed below submitted by Smti. Utpala Saikia, ACS, Secretary to the Govt. of Assam, General Administration Department & Deputy Commissioner, West Karbi Anglong, Hamren for sanctioning Pension and DCRG from your end.

Provisional Pension and provisional DCRG has not been sanctioned to Smti. Utpala Saikia, ACS from this end.

You are requested to verify if there is any outstanding liabilities pending against the officer and if so to make necessary adjustment against the amount of DCRG due to her.

Enclosures:

1. Form No-1,1-A, 2 & 19
2. 2 (two) copies of specimen signature and two copies of height & identification mark of Smti. Utpala Saikia, ACS.
3. 3 (three) copies of joint passport size photograph of Smti. Utpala Saikia, ACS and her husband duly attested.
4. 1 (one) copy of Last Pay Slip and Last Pay Certificate.
5. 1 (one) copy of Consent Letter.
6. "Annexure-A" Departmental Data Sheet.
7. 1 (one) copy of "No Demand Certificate".
8. 1 (one) copy of Salary Statement.
9. 1 (one) copy of GPF Statement.
10. Clearance Certificate.

Yours Faithfully,

Sd/-

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

Memo No. AAA.46/92/144-A

Dated Dispur, the 17th November, 2021

Copy to:

- 1) Smti. Utpala Saikia, ACS, Secretary to the Govt. of Assam, General Administration Department & Deputy Commissioner, West Karbi Anglong, Hamren for information.
- 2) The Deputy Secretary to the Govt. of Assam, P&PG Department, Dispur, Guwahati-06.
- 3) PMIS/personnel.assam.gov.in, Personnel (A) Department, Dispur, Guwahati-06.

By order etc.

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