

TANGEDCO
ACCOUNTS BRANCH

From
K.GOVINDAN,M.Com,B.Ed,AICWA
Chief Financial Controller/General.

TO
The All the Superintending Engineer's
TANGEDCO AND TANTRANSCO CIRCLE

CIRCULAR Lr.NO.CFC/GL/FC/GL/DFC/F/AAO/F/A32/A323/2014-2 DATED 21.04.2014

Sub: Establishment UEL on Private Affair's payment – instructions issued regarding.

Ref: 1.Per CMD TANGEDCO Proceedings No.52 (SB), dt.14.2.2014

2. Memo.No.1098/A18/A182/2014-3 dated 5.4.2014.

3. Circular No.CFC/GL/FC/GL/DFC/F/A32/A323/2014 Dated 17 .04.2014

In the proceedings first cited, orders were issued restoring the encashment of UEL on Private Affairs and also the arrears accruing on restoration of the said benefits to those retired upto 31.1.2014 be paid in ten equal installments and the first installment has to be commenced from April 2014 and clarification orders has also been issued in the ref (2) cited stating the following options for payment to the beneficiaries.

Option A: to open saving Bank Account in the respective pay drawing branch.

Option B: to issue 10 posts dated cheques in the respective pay drawing branch.

However the certain difficulties are expressed in executing the above orders by some Superintending Engineers and pensioners, and to overcome the problems, the following guidelines are issued.

- i. All Superintending Engineers are requested to open a separate drawing account in the nearby branch of INDIAN OVERSEAS BANK (the bank which disburse pension) for the disbursement of UEL on private affairs arrears payment only.
- ii. The installment (1 to 10) amount of UEL on private affairs sanctioned to the pensioners / Family pensioners may be transferred to their pension account by account transfer from this newly opened IOB drawing account on 26th of every month by a single cheque starting from April 2014.
- iii. The pension account number, IFSC and the branch name of the Pensioner/Family pensioners may be obtained from the individual or may also be collected from the Office records available or from the Board Office Audit Branch.
- iv. The AAO/Cash or the in charge of Cash Section at Central Office shall collect the particulars of the pensioners / Family pensioners of the respective division offices for transferring the amount on 26th of every month to the respective individual pensioners/family pensioners starting from April 2014. The Superintending Engineers are requested to give necessary instructions to the Division offices for co-ordination with the Central Office for getting the particulars early.
- v. A special indent in the format given below should be submitted to DFC/Funds on or before 21st of every month for transferring required amount to the newly opened IOB drawing account of the Superintending Engineers concerned on 25th of every month itself.

- vi. Superintending Engineers are further instructed to furnish the particulars of the newly opened IOB account with IFSC and branch name and address to the DFC/Funds, immediately.
- vii. The Head quarters shall transfer the required amount to the newly opened drawing IOB account on 25th of every month starting April 2014.
- viii. This account is exclusively for disbursement of amount of UEL on PA. Any other transaction should not be done from this account and action will be taken against the erring staff/officers.
- ix. The Superintending Engineers who are already having drawing account with IOB need not open a new drawing account and may use the existing account for disbursement of UEL on PA.
- x. The monthly reconciliation is to be done properly as per the existing guidelines and the report submitted to the Head Quarters within stipulated time limit as being done in the existing drawing account.
- xi. On completion of payment of 10th instalment the new drawing account opened with IOB should be closed and reported to the Head Quarters.

FORMAT FOR PLACEMENT OF FUND ALLOTMENT INDENT
UN-EARNED LEAVE ON PRIVATE AFFAIRS- ACCOUNT TRANSFER FUND
REQUIREMENT

SLNO	NAME OF THE RETIRED/ DIED UPTO 31.01.2014	DATE OF RETIREMENT /DEATH	TOTAL AMOUNT OF UEL	AMOUNT OF ONE INSTALL- MENT	REMAKS IF ANY
		TOTAL			

Sd:- xxxxxxxx
(K.GOVINDAN)
Date: 22.04.2014

CHIEF FINANCIAL CONTRLLER/GENERAL

