

Government of Jammu & Kashmir
Directorate of J&K Funds Organization Finance Complex, Muthi Jammu/Old Sectt
Srinagar

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Director Finance
Divisional Fund Office
J and K Funds Organization Jammu

Joint Director
Divisional Fund Office
J and K Funds Organization Srinagar

No: - DGF/COMP/460/286-89

Dated: - 04-02-2021

Sub: - Procedure/ Format for recommending the Generation of C. Codes in favor of
Non NPS Employees.

Madam/Sir

In order to streamline the procedure for generation of C. Codes to Non NPS employees for prompt disposal, unique formats have been devised and are hereby enclosed at Annexure "A" and "B" for submission to this directorate for generation of C.Codes.

Yours Faithfully

Accounts officer

J and K Funds organization

Muthi, Jammu

Copy to: -

1. Accounts officer, Move Cell Civil Secretariat, Jammu/ Move Cell PHQ Jammu for information with the request to recommend such type of cases to this directorate as per enclosed Annexures.

ANNEXURE "A"
Government of Jammu & Kashmir
Divisional Fund Office J&K Funds Organization Finance Complex, Haft Chinar,
Srinagar/ Muthi Jammu

The Director General
J&K Funds Organization
Old Secretariat Srinagar/ Muthi Jammu

NO: - JDFK/Coord/IT-Cell/

Dated: -

Sub: - Uploading of C. Code No's in favor of, prior to 2010, Non NPS Employees.
Ref: - (Concerned Fund Officer Recommendation Ref. No). (Copy Enclosed)

Sir,

I am directed to enclose the requisite documents received from Chief Accounts Officer District Fund Office _____ on the captioned subject. In this context it is submitted that the documents have been checked and found correct for allotment and uploading of proposed computer code No. in favor of below named subscribers.

S. No	Name & Designation Of the Official	Name of the DDO	Date Of regularization	Nature of Case Normal/ Retirement/ Death/ Court Case/ Duplicacy	TV No, Date and Amount of Arrears Drawn

It is therefore requested that the fresh Computer Code in favour of the above applicant/ Official regularized prior to 01-01-2010 may kindly be got uploaded through online application of IT Cell of your esteemed office under intimation to this office.

Yours Faithfully

No of Enclosures: -

Director Finance/ Joint Directorate
J and K Funds Organization
Srinagar/ Jammu.

Copy To: -

1. Concerned DFO

ANNEXURE "B"

FORMAT FOR NON NPS

EMPLOYEES (PRIOR TO 01-01-2010) PERSONAL INFORMATION FOR ALLOTMENT OF GPF A/c No.

S.No	Computer Code (for office use only)			Recent Passport size photograph duly attested by DDO
1.	Name Of Subscriber (as per service book, Capital letters only)			
2.	Parentage			
3.	Gender (Male/ Female/ Transgender)			
4.	D.O.B	DDMMYYYY		
5.	Date of Appointment/ Regularization	DDMMYYYY		
6.	Appointed after :	Regularization	Court Order	
7.	Name of Office/ DDO at time regularization			
8.	Category (A=AIS, S=Superior, C=Class-IV)			
9.	Designation			
10.	Nominee information			
	Name	Parentage	Relationship	%age
I				
II				
III				

Sig. Of Applicant-----

Certified that the information is correct as per service book and other official records.

Seal and Sig. Of DDO

For Use of Fund Office Only

1. Computer Code Proposed for Uploading _____
2. DDO Code - _____
3. Table: - _____
4. Serial No & Page No of Index: - _____

Seal and Sig. Of Concerned Fund Officer