

FINANCE DEPARTMENT

The 20th December 1999

OFFICE MEMORANDUM

The following amendment shall be made to the instructions contained in the Pass Book under the Group Insurance Scheme for Government Employees.

AMENDMENT

Paragraph 16 of the Group Insurance Scheme Pass Book shall be substituted by the following :—

In case of loss of the employee's copy of the Pass Book, the employee shall make a deposit of Rs. 50.00, Rs. 100.00 and Rs. 150.00 for issue of a duplicate, triplicate and any subsequent copy of the Pass Book respectively. The deposit shall be credited to Government account under the Head "0058—Printing and Stationery—800—Other receipts—Miscellaneous" in the Treasury / Special Treasury / Sub-Treasury. The application for issue of the duplicate, triplicate or any subsequent copy of the Pass Book as the case may be, shall be submitted alongwith the following declaration.

"I have not received the refund of my deposit against the Pass Book lost and I will not claim any refund against the said lost Pass Book in future."

Treasury challan in support of such deposit for issue of the duplicate, triplicate or any subsequent copy of the Pass Book as the case may be shall be submitted by the employee to the Head of the office alongwith the application which shall contain the number of the lost Pass Book. The authority concerned while intimating the loss of the pass Book with necessary details shall forward the application and the Treasury Challan submitted by the employee. The Finance Department after due consideration of the application of the employee shall issue the duplicate / triplicate or any subsequent copy of the Pass Book as applied for by the employee. This order will take effect from the date of issue.

By order of the Governor

N. C. MOHAPATRA

Additional Secretary to Government