

**GOVERNMENT OF KERALA**  
**Finance (Provident Fund) Department**  
**CIRCULAR**

No. 5/2005/Fin

Dated, Thiruvananthapuram, 22<sup>nd</sup> January, 2005

Sub : - General Provident Fund – Prompt settlement of final withdrawal cases-Reg.

Ref:- 1. G.O (P) No. 33/64/Fin dated 18-1-1964  
2. Letter No FM IV/9-9/2004-2005/71 dated 3-12-2004

As per the reference first cited it is already instructed that every Head of Department/Office should have a list (Superannuation Statement) prepared every six months (i.e on the 1st of January and July) of all officers, gazetted and non gazetted who would attain the age of superannuation 12 to 18 months later and send the statement to Accountant General in duplicate.

But as per the reference second cited now it is informed that such statements are not being received from the Department and it is directed that suitable instructions may be given to all Departments to forward such lists to the F.M. section of the office of the Accountant General (A&E), Kerala. It is informed that such list will help in conducting a preliminary scrutiny of Provident Fund Accountants of Subscribers in the list i.e. call for wanting details, documents and to the action will in advance before the actual date of retirement.

In the circumstances all Heads of Departments/Officers are once again directed to ensure compliance of the direction issued in the Government Order cited.

K.I. RAMAKRISHNAN  
Additional Secretary (Finance)

To

The Accountant General (A&E), Kerala Thiruvananthapuram  
The Principal Accountant General (Audit), Kerala, Thiruvananthapuram  
All Heads of Department and Offices  
All Departments and Sections of the Secretariat  
The Secretary, Kerala Public Service Commission, Thiruvananthapuram (with CL)  
The Registrar, University of Kerala/Kochi/Kozhikode/Mahatma Gandhi University,  
Kottayam (with CL)  
The Secretary, Kerala State Electricity Board, Thiruvananthapuram (with CL)  
The Registrar Kerala Agricultural University Mannuthi  
The Registrar, High Court, Ernakulam (with CL)  
All District Collector  
The Private Secretary to Chief Minister and other ministers  
The advocate general Ernakulam (with CL)

The general Manager, Kerala State Road Transport Corporation, Thiruvananthapuram  
All Secretaries/Special Secretaries/Additional Secretaries/Joint Secretaries/Deputy  
Secretaries/under Secretaries to Government  
The Secretary to Governor Raj Bhawan  
The Private Secretary to Speaker  
The Private Secretary to Leader of Opposition  
The Additional Secretary to the Chief Secretary