

# Form T.R.17

[See rule 249(1)]

## PAY BILL OF GOVERNMENT SERVANTS IN NATIONAL PAY SCALE NO. 16 OR ABOVE FOR PAYMENT AT AN ACCOUNTANT-GENERAL'S OFFICE

### OBVERSE

Note: - Government accepts no responsibility for any fraud or misappropriation in respect of money, cheques or draft made over to a messenger.

Name of the Government servant -----

Token No. Major Function  
----- Minor Function No. of Voucher  
Audit No. Detailed Function

Received for the month of-----200

	Classification		Monthly Rate	Amount
	Old codes	New Codes		
<b><u>BASIC Salary</u></b>				
My substantive/officiating pay as -----	01101	A01101		
Special Pay -----	01103	A01103		
Technical Pay -----	01104	A01104		
Total Basic Salary				
<b><u>Regular Allowances:</u></b>				
Senior Post Allowance -----	02100	A01201		
House Rent Allowance -----	02200	A01202		
Sumptuary Allowance -----	02300	A01203		
Conveyance Allowance -----	02400	A01204		
Dearness Allowance -----	02500	A01205		
local Compensatory Allowance -----	02600	A01206		
Total Regular Allowance				
<b><u>Other Allowances:</u></b>				
Honoraria -----	03300	A01273		
Medical Charges -----	03400	A01274		
Rest and Recreation Allowance -----	03500	A01275		
Outfit allowance -----	03600	A01276		
Leave Salary -----	03800	A01278		
Total other Allowance (Excluding T .A)				
<b>GROSS CLAIM-ESTABLISHMENT CHARGES</b>				
<b><u>Less Fund Deduction</u></b>				
* General Provident Fund(A/C No.Civil)	1503000	G06103		
* ICS (NEM) Provident Fund (A/C No.) Contributory Provident Fund (A/C No.)	1523000	G06123		
* Group Insurance Fund	3316001	G06409		
* Benevolent Fund Postal Life Insurance Fund (Policy No.)	3315001	G06202		
Deduct: Income Tax	0118100	B01187		
Trade Tax/Deduction at Source	0172000	B01603		
Total Funds Deduction				
<b><u>Deduction of Advances and Recovery</u></b>				
* Advance of Pay				
House Building Advance	2251000	E02501		
Motor Car Advance	2252000	E02502		
Motor Cycle Advance	2253000	E02503		
Interest on House Building Advance	1135100	C01601		
Interest on Motor Car Advance	1135200	C01602		
Interest on Motor Cycle Advance	1135300	C01603		
<b>NET CLAIM</b>				

Net Amount (in words)

Rupees.-----

Revenue  
Stamp

Signature & Designation

Signature

\* Code number applicable to Government servant be inserted from codes given on reverse.

# FORM T.R.17

## Reverse

Certified that;

- a) I have neither been provided with accommodation by the Government, nor I share any such accommodation with an other allotted without necessary permission of the Estate Officer.
- b) My wife/husband is not in the service of the Federal/Provincial Government/Autonomous body.
- c) My wife/husband, who is in the service of the Federal/Provincial Government/Autonomous body, is not in receipt of house rent allowance.
- d) I am not residing with in my work premises.
- e) I am maintaining a motorcycle/car No. \_\_\_\_\_, which is registered in my own name or in the name of my spouse, who is not drawing motorcycle/car allowance.

Not Payable Before,

Signature

Pay Rs. \_\_\_\_\_ (Rupees)

Assistant Accounts Officer

Assistant Accounts Officer General

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Directions;

1. A pay bill may be submitted to the Accountant General seven days before the last working day of the month in respect of which, the pay is earned (See rule 217).
2. Bills are liable to be delayed in reaching the Accountant General's office, if sent by post or forwarded in a closed cover. They should therefore, so far as possible be presented by hand or in an open cover to the receiving counter of the Accountant General's office.
3. In exchange of each bill so presented a metal token will be issued, which should be produced when the payment is called for.
4. A pay bill may, if desired be enfaced for payment to a Banker or agent and submitted for collection through such Banker or agent to obviate the necessity of Government servants attendance in person or by messenger, as payment may then be made direct to the Banker or agent.
5. All pay bills are paid by cheque issued on the Bank, if the amount exceed 20 rupees or in each if the amount is not more than 20 rupees.
6. When the payment is to be made by crossed cheque sent by post, the cheque will be sent by the Accountant General's office without further action on the part of the payee. He must however acknowledge its receipt by return a post. Failure or delay to this will render the drawer liable to forfeit this privilege. When payment is to be received in person or through messenger, an intimation will be given as soon as possible after the bill is passed. It is not necessary that the intimation should have been received by the payee before he can be paid, the payee can send his messenger, along with the receipt token in intimation, if issued in the following form,  
"Received by cash/ cheque, Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) from the Accountant General/State Bank of Pakistan in payment of my pay bill No. \_\_\_\_\_ Dated. \_\_\_\_\_".
7. The period for which subscription to a fund is due, should be specified when it differs from the period for which pay is drawn.

Note: - Audit officers should see that, all compulsory deductions are duly made and the schedule showing particulars of all Fund deductions are attached to the pay bills.

### Detail of Code Numbers.

	NEW	OLD
General Provident Fund(Civil)		
General Provident Fund(Postal Office)	G06103	1503000
General Provident Fund(Railway)	G06112	1512000
General Provident Fund(Defence)	G06114	1544000
Indian Civil Service Provident Fund	G066101	1501000
Indian Civil Service(Non European Members) Provident Fund	G06102	1502000
General Provident Fund(Telegraph and Telephone)	G06113	1513000
Federal Government Employees Benevolent Fund (Civil)	G06202	3315001
Federal Government Employees Benevolent Fund (Defence)	G06203	3315002
Federal Government Employees Benevolent Fund (Post Office)	G06205	3315004
Railway Employees Benevolent Fund	G06204	3315003
Provincial Government Employees Benevolent Fund	G06214	3315013
Federal Government Employees Insurance Fund (Civil)	G06409	3316001
Federal Government Employees Insurance Fund (Defence)	G06410	3316002
Federal Government Employees Insurance Fund (Post Office)	G06412	3316004
Railway Employees Insurance Fund (Telegraph and Telephone)	G09106	3316003
Objection Book Advance (Civil)	F02119	5201000
Objection Book Advance (Telegraph and Telephone)	F02143	5204000
Objection Book Advance (Post Office)	F02144	5205000
Advance Recoverable (Defence)	F02120	5202000
Objection Recoverable (Railway)	F02133	5203000