

[See rule 249(1)]

(PAY BILL OF GOVERNMENT SERVANTS IN NATIONAL PAY SCALE NO.16 OR ABOVE FOR PAYMENT AT AN ACCOUNTANT-GENERALS OFFICE)

OBVERSE

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

Name of the Government Servant: _____
 Token No. _____ Major Function _____
 _____ Minor function _____
 Audit No. _____ Detailed Function _____ No. of Voucher _____

Received for the month of _____ 200_____

	Classification		Monthly Rate	Amount
	Old Codes	New Codes		
Basic Salary:				
My substantive/officiating pay as.....	01101	A01101		
Special Pay	01103	A01103		
Technical Pay	01104	A01104		

Total Basic Salary

Regular Allowances:				
Senior Post Allowance.....	02100	A01201		
House Rent Allowance.....	02200	A01202		
Conveyance Allowance	02300	A01203		
Sumpinary Allowance.....	02400	A01204		
Sickness Allowance.....	02500	A01205		
Local Compensatory Allowance.....	02600	A01206		

Total Regular Allowance

Other allowances:				
Honoraria	03300	A01273		
Medical Charges.....	03400	A01274		
Rest and Recreation Allowance.....	03500	A01275		
Outfit Allowance	03600	A01276		
Leave Salary.....	03800	A01278		

Total other Allowances (Excluding T.A)

GROSS CLAIM-ESTABLISHMENT CHARGES

Less Fund Deductions:				
*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	3315001	G06202		
Postal life Insurance Fund (Policy No.)				

Deduct -Income Tax	0118100	B01187		
Trade tax / Deduction at source	0172000	D01603		

Deduction of advances and recoveries:				
*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		
Net Claim				

Net Amount (in Words)

Rupees

Reverse

Certified that:-

- (a) I have neither been provided with accommodation by the government nor I share any such accommodation with another sharing without necessary permission of the Estate officer.
- (b) My wife/husband is not in the service of the Federal/Provincial government/inter provincial body.
- (c) My wife/husband who is in the service of Federal/Provincial government/inter provincial body is not in receipt of house rent allowance.
- (d) I am not residing within my work premises.
- (e) I am maintaining a motor cycle (Car No. Which is registered, in my own name or in the name of my spouse who is not drawing motor cycle/Car Allowance for the same.

Not payable Before

Pay Rs. (Rupees) Signature

Assistant Accounts officer
Assistant Accountant General

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 at the receiving counter of the Accountant-General's office.
3. In exchange for each bill so presented a metal token will be issued which should be produced when payment is called for.
4. A pay bill may, if desired be enclosed for payment to a Banker or Agent and submitted for collection through such Banker or Agent to obviate the necessity of the 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 cheques issued on the Bank if the amount exceed twenty rupees or in cash if the amount is not more than twenty rupees.
6. When 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 of post. Failure or delay in doing 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 an intimation should have been received by the payee before he can be paid the payee can send his messenger along with the receipt token and 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 the 2000 for 2000.

1. The period for which subscription to a fund is due should be specified when it differs from the period for which pay is drawn.

Notes:- Audit officers should see that all compulsory deductions are duly made and the schedules showing particulars of all Funds deductions are attached to the pay bills.

Details of Code Numbers

	NEW	OLD
General Provident Fund (Civil)	G06103	1503000
General Provident Fund (Post Office)	G06112	1512000
General Provident Fund (Railway)	G06114	1514000
General Provident Fund (Defence)	G06104	1504000
Indian civil service provident Fund	G06101	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	G06213	3315012
Federal Government Employees Benevolent Fund (Telegraph and Telephone)	G06204	3315003
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	G03103	3316012
Federal Government Employees Insurance Fund (Telegraph and Telephone)	G09106	3316003
Objection book advance (Civil)	F02119	5203006
Objection book advance (Post Office)	F02147	5204008
Objection book advance (Telegraph and Telephone)	F02144	5203006