

LAST PAY CERTIFICATE

This is to certify that Sri./Smt. _____ working as _____ in _____, _____ (Vill.), _____ (Mandal) _____ (Dist.) has been transferred to _____, _____ (Vill.), _____ (Mandal) _____ (Dist.).

His / Her Transfer details , Reference Proceeding Orders , Pay&Allowance details and Non-Drawal details are mentioned below in detail.

Ref : 1 _____ Dated : _____ of the D.E.O./Dy.E.O./R.J.D.

Ref : 2 _____ Dated : _____ of the M.E.O./H.M.

Transferred from : _____

Transferred to : _____

Relieved on : _____

The pay and allowances have been paid upto _____ (DD-MM-YYYY) in the following rates.

SCALE OF PAY

Increment Month

EARNINGS	Per Month	for DAYS	DEDUCTIONS	Per Month	for DAYS
BASIC PAY			C.P.S. (N.P.S.) / G.P.F. (Z.P.P.F.)		
D.A. @ 33.670%			A.P.G.L.I		
HRA @ _____ %			G.I.S.		
Personal Pay			Professional Tax		
Special Pay			GPF / ZPPF LOAN		
F.PAY			A.P.G.L.I LOAN		
P.H.Allowance			INCOME TAX (I.T.)		
INCEN_INCR			E.H.S.		
H.M.Allowance			E.W.S. / S.W.F.		
C.C.A.			C.M.R.F.		
Reader Allowance			OTHERS (1)		
Other Allowance			OTHERS (2)		
GROSS TOTAL			DEDUCTIONS TOTAL		

Net Amount per Month

Net Amount per ____ Days

Treasury I.D.NO.	
CFMS ID	
G.P.F. / ZPPF No. :	
PAN No.	
APGLI A/c No.	
BANK A/c No.	
BANK NAME	
BRANCH NAME	

Entitlement of Balance C.L.s ; Sp.C.L.s

CASUAL LEAVES

Special Casual Leaves (**For All**)

Special Casual Leaves (**For Women**)

**NON
DRAWAL**

The Salary from _____ (DD-MM-YYYY) to _____ (DD-MM-YYYY) has not been claimed and drawn from this office and Deductions made upto _____ (DD-MM-YYYY). The deduction for the CPS/NPS i.e. (B.P.+D.A.)*10% was made for the period.

(If You are not a CPS employee, strikeoff the above statement.)

Station :

Date :

Office
Seal

Signature of the D.D.O.

PERUMAL
99.63.53.53.04