

F. No. 45030/1/2013-IPS-II
Government of India / Bharat Sarkar
Ministry of Home Affairs / Grih Mantralaya

New Delhi, North Block
Dated the 18 December, 2013

To

All Chief Secretaries of State Governments and UTs,

Subject: Final payment of CGEGIS claims under AIS(GI) Scheme 80 – reg.

I am directed to invite your attention on the subject cited above and to say that Pay and Accounts Office of this Ministry has returned all the claim of CGEGIS payment to the retired IPS officers with a view that they are implementing new procedure for claims through Electronic Clearing Service (ECS) (Credit Clearing) / Real Time gross Settlement (RTGS) by submitting the Mandate Form.

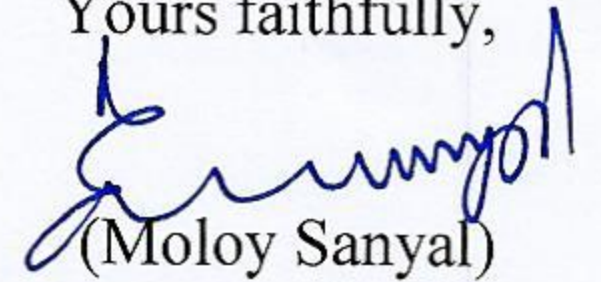
2. In view of the observations made by PAO, MHA, it has been desired by the Competent Authority that in future all the cases pertaining to CGEGIS payment under AIS(GI) Scheme 80 should be sent to AO, MHA in the requisite **Mandate Form** alongwith two copies of pre-receipted bills and other related papers.

3. Therefore, all the State Governments are requested to ensure before submitting the claims of CGEGIS payment to this Ministry that **Mandate Form** duly filled in is enclosed with other required documents.

4. The proforma of Mandate Form is posted in the website of this Ministry which can be downloaded from [www.mha.nic.in/IPS Cadre Management/Miscellaneous/IPS Matters](http://www.mha.nic.in/IPS_Cadre_Management/Miscellaneous/IPS_Matters). A copy of the same is also enclosed for convenience.

Encl.: As above

Yours faithfully,



(Moloy Sanyal)

Under Secretary to the Government of India
Tel.: 011-23092856

MANDATE FORM

ELECTRONIC CLEARING SERVICE (CREDIT CLEARING)/REAL TIME GROSS SETTLEMENT(RTGS) FACILITY FOR RECEIVING PAYMENTS.

DETAIL OF ACCOUNT HOLDER:-

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE/MOBILE NUMBER/FAX/EMAIL	

BANK ACCOUNT DETAILS:-

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS WITH TEL/MOBILE NUMBER	
WHETHER THE BRANCH IS COMPUTRISED	
WHETHER THE BRANCH IS RTGS ENABLED? IF YES, THEN WHAT IS THE BRANCH'S IFSC CODE	
IS THE BRANCH ALSO NEFT ENABLED	
TYPE OF BANK ACCOUNT(SB/CURRENT/CASH/CREDIT)	
COMPLETE BANK ACCOUNT NUMBER(LATEST)	
MICR CODE OF BANK	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user Instruction responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme.

(_____)
Signature of Customer

Date: _____

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp)

(_____)
Signature of Customer

Date: