



**GOVERNMENT OF SIKKIM
FINANCE, REVENUE & EXPENDITURE DEPARTMENT
GANGTOK**

No. 242/Fin.

Date 13.08.2012

CIRCULAR.

State Government is creating Employees and Pensioners' Database which will be integrated with salary bill of every individual employee. In order to update and revalidate the data all departments and offices are directed to send their salary bills for the month of September 2012 on or before 3rd September 2012 to TPAOs in duplicate. Utmost care should be taken to write full name as per service book, correct designation and GPF/CPF numbers. New Identification numbers will be allotted to employees other than regular ones e.g. Ad-hoc, contract, consolidated, substitute, Co-term, elected members etc. Offices having such employees may contact DESM&E office for allocation of Identification numbers. In future salary bills without identification number will not be entertained by TPAOs. Bills with wrong GPF/CPF/ Identification numbers will be rejected and returned to concerned departments for correction.

BACs and other Self Cheque Drawing institutions are directed to send a copy of their salary bill for the month of September'12 to GIS Division of FRED.

AADHAR number is mandatory for Muster Roll and other honorarium workers whose payments are drawn through Contingent Bills. Those who do not have the number may contact DESM&E. Contingent Bills without said number will not be passed from TPAOs from January 2013.

Sd/-
K.N.Bhutia, IAS,
Commissioner –cum-Secretary
Finance Revenue & Expenditure Department.

Copy to:-

1. The Chief Secretary, Government of Sikkim
2. Principal Secretary, CMO
3. All Heads of Departments, Govt. of Sikkim.
4. All Heads of Offices
5. All Drawing & Disbursing Officers
6. File & Guard File.

(Gopal Basnett) SF&AS,
Controller of Accounts,
Finance Revenue & Expenditure Department