

CHECK LIST

**FOR PAYMENT OF ADVANCES / WITHDRAWALS OF NON-ABSORBEES OFFICERS
ON FOREIGN SERVICES / DEPUTATION.**

SL.NO.	PARTICULARS OF FORMS/DOC./INF.	WHETHER ATTACHED Y FOR YES N FOR NO	REMARK
1	Application for GPF Advance/Withdrawal in prescribed form duly recommend by Head of the Unit for sanction (in original).		
2	GPF balance slips/ledger extracts taken from HR Package for last five years (duly attested).		
3	MANDATE FORM with of Bank's Branch Bank IFSC Code, MICR code and Account Number duly attested by DDO with ONE CANCALLED CHEQUE. (mandatory)		

Signature of Head of Unit

Name

Seal