

**CERTIFICATE TO BE FURNISHED FOR INDUSTRIAL PAYBILLS IN MES**

**CERTIFICATES**

(A) The personnel named on this bill attended the work continuously for 8 hours daily for the period for which pay is claimed except for Sundays and Gazetted Holidays and authorized absence on account of leave or sickness.

(B) All salaries included in the Pay Bill previous to this date (with the exception of amount refunded through this bill or paid into the treasury) have been disbursed to proper persons and their acquittance (duly stamped wherever necessary) obtained and recorded

(C) All those on leave during the month of \_\_\_\_\_ have been shown in the Absentee Statement and that no leave has been granted until the title thereto has been verified by reference to the applicant's Service Book and the leave Rules applicable to his/her and that all grants of leave deputation as also all appointments and promotions have been recorded in the Service book.

(D) Government Servants for whom House Rent Allowance have been drawn in this bill have not been provided with an Govt. accommodation and wherever necessary the certificates prescribed by the Government have been obtained from the Government Servants concerned and that their claims in respect of HRA and DA are in accordance with the orders of the Government in force.

(E) The employees for whom HRA and other allowances are claimed are entitled to the same and are residing within the eligible limits as specified in the relevant Govt. Orders in Force.

(F) Funds are available

(G) Progress report for work done and Statement of Stores issued and incorporated in the works during the period are enclosed / \_\_\_\_\_ will be made available to audit as and when required.

(H) The materials used are reasonable

(I) None of the individuals for whom Pay and allowances have been claimed in this pay bill is a re-employed pensioner except those in respect of whom a separate statement is attached.

(J) None of the individuals for whom pay and allowances have been claimed in this pay bill has attained the age of superannuation or compulsory retirement.

(K) DO Part II order from \_\_\_\_\_ to \_\_\_\_\_ have been issued and adjusted in this pay bill.

TECHNICALLY CHECKED  
SA - I  
NAME OF THE GE OFFICE

( \_\_\_\_\_ )  
AGE