



भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड
Security Printing and Minting Corporation of India Limited

मिनिरत्न श्रेणी-I, सीपीएसई
(भारत सरकार के पूर्ण स्वामित्वाधीन)
Miniratna Category-I, CPSE
(Wholly owned by Government of India)

SPMCIL/VIG/99/11/3२५३

Date: 18.07.2011

CIRCULAR

Sub: Issuing of cheques for payment of pension –reg.

During the investigation of a case in a unit pertaining to issuing of cheque for payment of pension etc. it was observed that the post-dated cheque was signed by an officer that was given to a pensioner on account of payment of pension and dearness relief of pension. As the officer was repatriated back to his parent department, the bank considered the cheque to be signed by an unauthorized signatory.

2. In order to avoid the re-occurrence of such a situation, all concerned are hereby advised to ensure compliance of the guidelines on e-payment/RTGS in all such cases, especially pertaining to pension and dearness relief on pension, etc.

3. These guidelines may be noted and followed strictly by all concerned. The widest possible publicity should be given to this circular and all concerned should be informed. It should also be uploaded on the website of the unit, Corporate Office & displayed on the notice board.

S. S. Balani
18/07/11

(S. S. BALANI)
Sr. VO

**All General Managers,
Mints/Presses/Mills
SPMCIL.**

— Contd... Page 2 —

CC:

1. ES to CMD.
2. Director (T)/ Director (F)/ Director (HR)/CVO.
3. All GMs/ Dy. GMs (Corporate Office)/ Dy. CVO.
4. Manager (OL): for Hindi translated copy please.
5. All Vigilance Officials (Corporate Office/units).
6. Notice Board.

M. Balani
A-2/111
(S. S. BALANI)
Sr. VO.