

and guidance:—

"Reference your letter No. AE/SPC/Upgrading/Typist, dated 7-2-1962. The Board have carefully considered the representations received from the Typists, but they regret they do not find any justification for revising the existing percentages prescribed for the various grades of Typists or for the grant of any operating allowance or incentives for high speed to them.

2. Your presumption that the posts of Head Typists in the authorised scale Rs. 210-380 should be created where the number of Typists supervised is 15 or more, irrespective of whether the Typing Sections on your Railway are centralised or not, is confirmed."

Serial No. 1577.—Circular No. 384-E/O-II(Eiv), dated 16-5-1962.

Sub.—Supply of copy of service book to a Railway servant on his quitting Government service.

A copy of Railway Board's letter No. E(G)61RT-1-6, dated 23-4-1962 is reproduced below for information and guidance:—

"A question has been raised whether it would be permissible to supply a certified copy of the Service Registers/Books maintained for Railway servants as per paras. 1931 to 1933-GI to the Railway servants who ask for it on quitting Government service by retirement/discharge or resignation.

After careful consideration, the Board have decided that in such cases, a certified copy of service register/book may be supplied to the Railway servant on payment of a copying fee of Rs. 5/-. The receipts on this account should be credited to "abstract Z 660" under Major Head LXIV—Indian Railways—Commercial Lines A—Revenue Receipts/LXV Indian Railways—Strategic Lines-A—Revenue-Receipts or to LXIV Indian Railways—Commercial Lines-B—other Miscellaneous Receipts/LXV Indian Railways—Strategic Lines-B—other Miscellaneous Receipts, depending upon whether the cost of such staff is chargeable to the Head of Account 83—Indian Railways—Commercial Lines-A—Working Expenses or 84—Indian Railways—Strategic Lines-A—Working Expenses, 83—Indian Railways—Commercial Lines-B—other Miscellaneous Expenditure/84 Indian Railways—Strategic lines-B—other Miscellaneous Expenditure as the case may be."

Serial No. 1578.—Circular No. 5-E/11-II(Eiv), dated 22-5-1962.

Sub.—Final withdrawal from provident fund to Central Government servants for house building purposes.

A copy of Railway Board's letter No. F(P)61PF1/4, dated 21-4-1962 together with a copy of its enclosure is forwarded for information and guidance.

Copy of Railway Board's letter No. F(P)61PF1/4, dated 21-4-1962 to the General Managers, all Indian Railways etc.

A copy of the Government of India, Ministry of Finance Office Memorandum No. F4(17)-EV(B) 61, dated 16-3-1962 is forwarded herewith for information and guidance so far as employees governed by the General provident Fund (Central Services) Rules 1960 are concerned.

Copy of letter No. F. 4(17)EV(B)/61, dated 16-3-1962 from the Deputy Secretary to the Government of India, Ministry of Finance (Department of Expenditure, New Delhi-2 to all Ministries the Govt. of India etc.

Sub.—Final withdrawal from provident funds to Central Government servants for house-building purposes.

The undersigned is directed to state that in regard to final withdrawal from provident funds for house building purposes the existing position is that a Government servant who has availed himself of an advance under the scheme of the Ministry of Works, Housing and Supply, for the grant of advances for the same purpose, or has been allowed any assistance in this regard from any other Government source, is not eligible for the grant of final withdrawal except for the express purpose of repayment of any loan taken under the aforesaid scheme.

2. It has been pointed out that in view of the considerable rise in the prices of land and of the increase in the cost of construction of a house, the maximum amount of loan admissible under the aforesaid scheme or the maximum amount of final withdrawal admissible from the provident funds is not always sufficient for a decent house. After careful consideration, the Government of India have decided that the loan under the aforesaid scheme and the final withdrawal from the provident funds may be granted to Central Government servants *independently* of each other *provided* that the total amount drawn from all the sources does not exceed Rs. 75,000/- or five years' Pay, whichever is less.

3. Keeping in view the spirit behind the various assistance schemes and the need for encouraging the construction of houses, it has also been decided that final withdrawal from the provident funds for house-building purposes may be granted at any time after the completion of twenty years of service (including broken periods of service, if any) of a subscriber or within ten years before the date of his retirement on superannuation, whichever is earlier subject to the usual other conditions.

4. Pending the announcement of the decision in paragraph 3 above, it has been agreed in a few cases to the grant of refundable advances to certain Government servants who have/completed twenty years of service. Such advances may, at the option of the Government servant, be now converted into a final withdrawal.

5. Necessary amendments to the Provident Fund Rules will be issued in due course.

6. In their application to persons serving in the Indian Audit and Accounts Department, these orders issue after consultation with the Comptroller and Auditor General.