

.....District

Statement of Pay for19, drawn in19
(Regulation 1213.)
(Treasury Voucher No. dated .)

Rank	Sancti oned streng th	Numb er whose pay is drawn	Number whose leave salary or Subsistence grant is drawn.	Number whose acting or presumpti ve pay is drawn	Savings	Excess.	Remarks
Inspectors							
Sergeants							
Sub-Inspectors							
Asst. Sub Inspectors							
Head Constables							
Constables							
Recruits under training							

INSTRUCTIONS.

This Statement shall show the permanent sanctioned strength of the district and the number of subordinate officers for whom pay, leave salary or subsistence grant was drawn by the Superintendent during the preceding month, the number for whom arrear pay, leave, subsistence grant or presumptive was drawn being shown in separate supplementary statements, a separate form being used for each month for this purpose. A similar set of statements shall also be prepared for the temporary force and submitted at the same time to the InspectorGeneral. Undisbursed pay refunded into the treasury shall be shown below the number for whom pay is drawn with minus signs before the figure denoting such refund and a note regarding the month for which the refund is made shall be given in the column of remarks. The column for -sanctioned strength shall be filled in only in the main statements of the month, both relating to permanent and temporary force, and need not be filled in the supplementary statement. The total number of officer4s who draw a time-scale filled in the supplementary statements. The total number of officers who draw a time-scale of pay shall be shown in columns 2 to 5 of the statement. With regard to column 5 (number for whom acting or presumptive pay is drawn) the nature of vacancies shall be briefly detailed in the remarks columns wherein shall also be noted separately against the substantive rank or grade the number denoting subsistence grant and leave-salary shown in column 4, number of officers on deputation from other districts for whom pay is drawn, number of supernumerary probationary SubInspectors, Number of officers acting in higher ranks, number whose pay or leave salary is held over, number on leave without pay, under suspension, on deputation to other districts or to temporary establishments, under training at the college and the number of vacancies. Broken periods of the month for which pay, acting or leavesalary is drawn shall be exactly shown in column 3,4 and 5. Advances of pay to officers under order of transfer should not be shown. The number of Inspectors who dran their salary in personal bill forms shall be shown in columns 3 and 4. The columns for -Savings and -Excess should not be filled in.