

No. : 2536 F(Y)

- 2 JUN 2011

Finance Department
Audit Branch

Kolkata, the 31st March, 2011

Govt. of West Bengal
MEMORANDUM

The State Government vide Notification No. 8301-F, dated 26.08.2009 introduced West Bengal Government's e-Payment of Salary [ePS] Scheme 2009 for payment of the salary of its employees through Bank. Now it has brought to the notice of the Government that some employees have expressed their desire to change their salary-linked bank account from one Bank-Branch to other due to some unavoidable reasons. But, at present, there is no such provision in the said scheme for the change of the bank account which causes inconvenience to those employees.

After careful consideration of the matter, the Governor is pleased to prescribe the following procedures for changing the salary-linked bank account of the Government employee from one Bank-Branch to other :

1. The employee shall submit a prayer to the 'Head of Office' for changing his salary-linked bank account from one Bank-Branch to other showing sufficient and justifiable ground(s), alongwith an 'Option Form' duly filled in. the 'Option Form' for changing the Bank Account is enclosed with this Memorandum.
2. The employee shall submit a 'No-Objection' or 'No-Liability' Certificate from the concerned Bank-Branch for the existing Salary-linked bank account to the 'Head of Office'.
3. The Bank-Branch shall not refuse to give the 'No-Objection' or 'No-Liability' Certificate to the employee if there is no outstanding liability against that Salary-linked Bank Account.
4. After proper verification, the 'Head of Office' shall allow such change of salary-linked bank account of the employee. The Head of Office may allow an employee to change his bank account maximum for three (3) times [excluding the original one].
5. After allowing the opening of the new salary-linked bank account by the 'Head of Office', the previous one shall be closed by the employee.
6. The Order shall take effect from 1st April, 2011.

Sd/- C.M. Bachhawat
Principal Secretary to the
Government of West Bengal,
Finance Department.

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Kolkata, the 31st March, 2011

Copy with copy of the Option Form forwarded for information and necessary action to :-

1. The Additional Chief Secretary to the Government of West Bengal, _____
Department.
2. The Principal Secretary/Secretary to the Government of West Bengal, _____
Department.
3. The Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata - 1.
4. The Commissioner, _____
5. The District Magistrate, _____
6. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane,
Kolkata - 700 012.
7. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Jawhar
Buildings, Kolkata - 700 073.
8. The Treasury Officer, _____ Treasury,
9. The Director of Treasuries & Accounts, West Bengal, 8, Lyons Range, 2nd & 3rd Floor,
Kolkata - 700 001.
10. The Deputy Director General and State Informatics Officer National Informatics Centre
West Bengal with the request to make necessary modification in the 'COSA' software.
11. The General Manager, _____ Bank,

Joint Secretary to the
Government of West Bengal,
Finance Department.

