



कार्यालय महालेखाकार (लेखा एवं हकदारी), तमिलनाडु
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OFFICE OF THE

ACCOUNTANT GENERAL (ACCOUNTS & ENTITLEMENTS), TAMIL NADU

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No.AG(A&E)/Con.Cell/I/Assn.Reverification(2021)/2021-22/32

17/06/2021

**TIME SCHEDULE FOR CONDUCTING RE-VERIFICATION OF ALREADY
RECOGNISED ASSOCIATION AND FOR PROCESSING FRESH APPLICATION FOR
RECOGNITION – CATEGORY II AND CATEGORY III ASSOCIATIONS**

Sl.No.	Process	Date / By
1	Notifying that the recognition of already existing associations is to be over and that the process of reverification of membership needs to be started	17/06/2021
2	Inviting applications from the already existing associations for reverification of membership. Fresh applications called for alongwith the under mentioned essential documents: i) Constitution / bye laws of the association ii) Memorandum of association iii) List of office bearers iv) Estimated membership	01/7/2021
3	Scrutiny of constitution / bye laws of the association to ensure that various provisions conform to the conditions prescribed under the CCS (RSA) Rules 1993 as well as hqrs Cir.No.295 – NGE (JCM)/40-94/1 dated 17/04/1995	31/7/2021
4	Resubmitting the amended constitution etc. after preliminary observations, if any, made by the Head of Office on scrutiny of documents as per (c) above.	16/8/2021
5	Notifying for information of employees the names of the association which prima facie fulfil all the condition of recognitions of laid down in HQrs cir.No.295-nge(jcm)/40-94/1 dated 17/04/1995 and calling for written declaration for deduction of membership subscription on a monthly basis from the employees, so that the recovery through payrolls in respect of all the employees may start from the same month.	01/9/2021
6	Effecting recovery of the subscription from the pay rolls based on the declaration given by the employees in the prescribed format enclosed with the GOI, DOPT OM No.2/10/80-JCA dated 31/01/1994	November 2021

TIME SCHEDULE FOR CONDUCTING RE-VERIFICATION OF ALREADY
RECOGNISED ASSOCIATION AND FOR PROCESSING FRESH APPLICATION FOR
RECOGNITION – CATEGORY II AND CATEGORY III ASSOCIATIONS

Sl.No.	Process	Date / By
7	Forwarding of fresh application along with the documents viz., i. Constitution /byelaws of association ii. Memorandum of association iii. List of office bearers iv. Updated membership received from associations, including 2 nd association, if any, for obtaining prior approval and grant of recognition by the Headquarters office. (b) similar documents in respect of existing associations after granting them recognition for a further period of five years along with their membership position as verified through check off system, for reference and record of Headquarters office.	20/12/2021


Sr. Accounts Officer (Admn.)
17/6/21

To

Notice Boards