

**Government of West Bengal  
Finance Department  
Audit Branch**

No. 6415-F(Y)

Date: 23.10.2017

**NOTIFICATION**

State Government vide G.O No.965-F(Y) dated-18.02.2015 has introduced the new TR forms by discontinuation of some old TR Forms as per WBTR-2005 in digitized format through e-Billing module of IFMS. The matter of digitization of the existing TR Form No.51 of WBTR-2005 for drawal of claims under Central Government Employees Group Insurance Scheme, 1980 was under active consideration of the Government since sometime past.

After due examination, in exercise of the power conferred by clause (2) of Article 283 of Constitution of India, the Governor is pleased to replace the existing TR Form No. 51 with the new TR Form No. 51 enclosed herewith. Necessary amendment in West Bengal Treasury Rules will be made in due course of time.

The Governor is also pleased to direct that the drawal of bill in TR Form No.51 in digitized format through e-Billing module will be mandatory w.e.f. 01.11.2017.

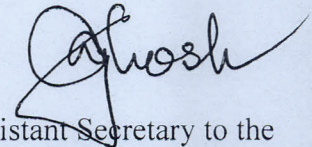
  
(H.K. Dwivedi)

Principal Secretary to the  
Government of West Bengal



Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3<sup>rd</sup> MSO Building, 5<sup>th</sup> Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, \_\_\_\_\_ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. \_\_\_\_\_ Department.
7. Commissioner, \_\_\_\_\_ Division, \_\_\_\_\_
8. Director, \_\_\_\_\_
9. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3<sup>rd</sup> Floor, Kolkata – 700001.
10. District Magistrate / District Judge / Commissioner of Police / Superintendent of Police \_\_\_\_\_
11. Sub-Divisional Officer, \_\_\_\_\_
12. Block Development Officer, \_\_\_\_\_.
13. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
14. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
15. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market, 1<sup>st</sup> Floor, Block IB, Sector III, Salt Lake, Kolkata – 700106.
16. Treasury Officer, \_\_\_\_\_
17. Group \_\_\_\_\_ / \_\_\_\_\_ Branch, Finance Department.
18. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.



Assistant Secretary to the  
Government of West Bengal



T.R. FORM NO. 51

[See T. R. 6.46]

Received bill under the Central Government  
Employees' Group Insurance Scheme, 1980

Name of the Office: _____
D.D.O. Code _____ Bill No. _____ Date __/__/__
Token No. _____ Date __/__/__ T.V No. _____ Date __/__/__
Head of Account Code _____

Details of Sanction:	
Designation of the Sanctioning Authority:	
Sanction ID:	Sanctioned Amount Rs.:
Sanction Order No.:	Date :

Name of the Employee	
Name of the Cadre/Service	
Unique ID	
Designation	
Joining Information	Group
	Year
Acquiring Higher Group Membership	
Group (A/B/C/D):	Year
Category: (Superannuation/ Retirement/Resignation/Death)	Date

Passed for payment Rs. (in figure) \_\_\_\_\_ Rupees (in words) \_\_\_\_\_  
only.

Certified that-

1. The amount claimed in this bill was not drawn before.
2. The total of office copy agrees with fair copy of bill.
3. Certified that the particulars of the beneficiary in respect of this bill have been verified and entered correctly in the IFMS Beneficiary Master.

Please pay Rs. (in figure) \_\_\_\_\_ Rupees (in words) \_\_\_\_\_  
only.

Bill Clerk

Accountant

Drawing & Disbursing Officer

Date \_\_\_\_\_ 20\_\_

Station \_\_\_\_\_

**For use in the Treasury**

Pay Rs. \_\_\_\_\_ Rupees (in words) \_\_\_\_\_ only as per beneficiary list.  
Examined and Entered.

Accountant/ J.A.O.

T.O./A.T.O./P.A.O./A.P.A.O.

**For use in the Office of the Accountant General (Audit), West Bengal**

Admitted Rs. \_\_\_\_\_

Objected Rs. \_\_\_\_\_ for reasons stated below:-

Dated \_\_\_\_\_ 20\_\_

Auditor/S.O./A.A.O./Audit Officer