

APPLICATION-CUM-SANCTION-CUM PAYMENT VOUCHER
DSOP FUND TEMPORARY ADVANCE

(To be prepared in triplicate)

1. Name, Rank, No. _____
2. Monthly Pay (Basic pay + All pay and allowances which are treated as pay for all purposes)
Rs. _____
3. Amount of advance required _____ Rs. _____
4. Reason in brief _____

5. Details of current advances as follows:-
 - (a) Date of drawal _____
 - (b) Amount drawn Rs. _____
 - (c) Number of installments in which the advance is to be repaid _____
installments @ Rs. _____
 - (d) Amount so far been repaid (including the installment for the current month)
Rs. _____
 - (e) Balance Rs. _____
 - (e) If no advance is current, month and year in which the last installment of previous
loan was liquidated _____
6. Aggregate amount in advance applied for and outstanding balance of previous advances (Sl
3 + 5 (e) Rs. _____
7. Number of installments in which amount of Sl. 6 is proposed To be repaid (Not more than
24 installments if the amount is less than 3 months pay and more than 36 installments if
more than 3 months pay) _____ installments @ Rs. _____ per month
8. Fund balance
 - (a) As per statement of entitlement for _____ Rs. _____
 - (b) (i) Subscription @ Rs. _____ PM from _____
_____ to _____ Rs. _____
 - (ii) Recovery @ Rs. _____ PM from _____
_____ to _____ Rs. _____Total of (a) + (b) i.e I & II _____ Rs. _____
 - (9) Less withdrawal on account of
 - (i) LTC financed through DSOPF _____ Rs. _____
 - (ii) Advance/Final withdrawal taken _____ Rs. _____
 - (iii) Balance as on date of application _____ Rs. _____

Date : _____

Officer's Signature _____

PART II

Recommended & forwarded to NHQ/DPA

File : 407
INS India
New Delhi

Date : _____

Commanding Officer

PART III

Sanction is accorded to Name _____ Rank _____

No _____ For the temporary advance from DSOP Fund as per the particulars given under:-

- (a) Amount Rs. _____
- (b) Aggregate amount of advance and outstanding balance of previous advance Rs. _____
- (c) No of installments and rate of recovery _____ installments @ Rs. _____ PM
- (d) Whether the sanction is accorded in relaxation of Rule 7 of DSOP Fund rules also a special case _____

File No: _____

Date : _____

Sanctioning Authority

PART IV

Received Rs. _____ (Rupees _____ Only)
(Note :- If the payment is require through bank this part is to be completed in pre receipt and the copies of the application form are to be forwarded to NAVPAY giving bankers particulars and the bank account number unless the ship/establishment is a cash assignment holder)

Signature:- _____

Name _____
Rank _____ No. _____

PART V

Paid Rs. _____ (Rupees _____ Only)
Vide Cash Account item No _____ dated _____ Recovery commence from the pay for _____ payable on _____ Pay page portion of pay book amended.

(_____)

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Date:

For Commanding Officer

PART VI

1. Checked and recorded in register of Temporary Advances in the Fund Account.
2. Recovery in _____ installments of Rs. _____ PM from the pay for _____

Asstt. LOGO (Funds)
For Logistics Officer-in-Charge
Naval pay Office, Mumbai

PART VII

Pay account as noted and recovery commenced at Rs _____ PM from pay for _____

Superintendent