

Government of West Bengal  
Finance (Audit) Department  
'Nabanna'  
Mandirtala, Howrah-711 102

No.3897-F(Y)

Dated, the 15<sup>th</sup> May, 2015

**MEMORANDUM**

The issue of specifying the Operator / Administrator of the Provident Fund Deposit Accounts of the non-Government Grant-in-aid colleges has engaged the attention of the State Government for quite some time past. While the Sub-Divisional Officers have been authorized to act as the Drawing and Disbursing Officers in respect of the non-Government grant-in-aid colleges under their respective jurisdiction for drawal of grant-in-aid bills, operation of the Provident Fund Deposit Accounts opened by the colleges under the West Bengal Non-Government Educational Institutions and Local Authorities (Control of Provident Fund of Employees) Act, 1983 is guided by the said Act and rules made thereunder.

The West Bengal Non-Government Educational Institutions and Local Authorities (Control of Provident Fund of Employees) Rules, 1984 issued under this Department Notification No.2852-F dated 12.03.1984 laid down the procedure for handling the Provident Fund Deposit Accounts opened under the West Bengal Non-Government Educational Institutions and Local Authorities (Control of Provident Fund of Employees) Act, 1983.

As per sub-rule (1) of rule 5 of the said rules, Provident Fund Deposit Accounts shall be opened in Pay & Accounts Offices / Treasuries in the name of the Principal of the college or his authorized agent.

Accordingly, the undersigned is directed to state that the Principals / Teachers in Charge of the non-Government Grant-in-Aid Colleges are authorized to act as the Operator / Administrator of the Provident Fund Deposit Accounts of the respective colleges in terms of sub-rule (1) of rule 5 of the West Bengal Non-Government Educational Institutions and Local Authorities (Control of Provident Fund of Employees) Rules, 1984 framed under the West Bengal Non-Government Educational Institutions and Local Authorities (Control of Provident Fund of Employees) Act, 1983.



Sd/- G. Samanta  
Joint Secretary to the  
Government of West Bengal.