



**GOVERNMENT OF KERALA**  
**FINANCE (GIS) DEPARTMENT**

**CIRCULAR**

No.95/2010/Fin.

Dated, Thiruvananthapuram, 8.11.2010.

Sub:- GIS- Modification of existing C Form for GIS – Reg.

Ref:- Lr.No.INS/DEV.WING/DV.3/3083/2010 dated : 02.08.2010,  
19.8.2010 and 24.9.2010 from the Director of Insurance,  
Thiruvananthapuram.

1. The Director of Insurance vide his letters read above has proposed a revised C Form for the enrolment of subscribers to the GIS . The modification of existing C Form has been suggested for the total computerization of individual accounting and modernization of existing accounting procedure.

2. The Government have examined the matter in detail and are pleased to accord sanction for revising the existing C Form for GIS as proposed by the Director of Insurance. Hence, all Heads of Departments/Heads of Offices are directed to use the revised C Form for GIS hereafter in the prescribed proforma appended herewith.

A.S. SAFIYA,  
JOINT SECRETARY (FINANCE)

To

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.  
The Accountant General (A&E), Kerala, Thiruvananthapuram.  
The Director of Insurance, Thiruvananthapuram.  
All District Insurance Officers.  
The Director of Treasuries, Thiruvananthapuram.  
All District Treasuries.  
The Director of Public Relations.  
All Heads of Departments & Offices, etc.  
All Departments and Sections of the Secretariat.

The Director, IT Mission.  
The Superintendent of Govt. Presses, Thiruvananthapuram.  
Nodal Officer, [www.finance.Kerala.gov.in](http://www.finance.Kerala.gov.in)  
The Registrar, High Court of Kerala, Ernakulam (with C.L)  
The Registrar, University of Kerala/Calicut/Cochin and Kottayam  
(with C.L).  
The Advocate General, Kerala, Ernakulam (With C.L).  
The Registrar, Kerala Agricultural University, Mannuthi, Thrissur  
(With C.L).  
The Secretary, Kerala Public Service Commission (With C.L).  
The Chairman, Kerala State Electricity Board, Thiruvananthapuram.  
The Managing Director, KSRTC, Thiruvananthapuram. (With C.L).  
The Secretaries, Additional Secretaries, Joint Secretaries, Deputy  
Secretaries and Under Secretaries  
The Secretary to Governor.  
The Private Secretary to the CM and Other Ministers.  
The PA to Speaker.  
The Private Secretary to the Leader of Opposition, MLA Hostel,  
Thiruvananthapuram.  
The Additional Secretary to the Chief Secretary.



Forwarded/by Order



Section Officer.

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**KERALA STATE INSURANCE DEPARTMENT**  
**GROUP INSURANCE SCHEME**  
**FORM GIS ' C '**  
 (vide Rule 6)

**List of Members who have joined the Scheme**

DDO/SDO Code : ..... Salary Head : ..... Department : .....  
 Name of Office : ..... Mode of Payment (By Salary Deduction/DD/Challan) : .....  
 Address : ..... Details of DD/Challan : .....  
 District : .....

Sl. No.	PEN	Name in Block letters	Designation	Scale of Pay	Group & Rate of Subscription		Date of encashment of the bill in which first deduction is made	Date of Birth	Date of Retirement	Self-drawing or not (Y/N)	Remarks
					6	7					
1	2	3	4	5	6	7	8	9	10	11	12

*Note: Column No. 8 should be the date of encashment of the Salary bill for September in which the first deduction is made*

Place : .....  
 Date : .....  
 To

*Mohamed Raj*  
 (Office Seal)

**Name & Signature  
 of Head of Office/Department**

The District Insurance Officer,