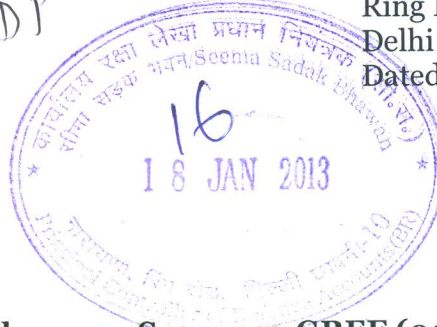


A/II/Pay&All/020/74/Vol-II
Office of the PCDA (BR),
Seema Sadak Bhawan,
Ring Road, Naraina,
Delhi Cantt-110011
Dated 16-01-2013

EDP



To,

The Officer-In-Charge
PAO (GREF)
Dighi Camp,
Pune-411015

Sub: -Clearance of Pay and Allowance Suspense-GREF (00/020/74)

As per existing procedure, the Pay and Allowances of the GREF personnel are booked by the PAO (GREF) under Suspense Head (00/020/74), which is intimated to the AOs, Task Force to book in the Jobs. The head is cleared by debiting the relevant Jobs.

2. It is observed from our records that Rs 192.38 Crores have accumulated under the above Suspense Head up to Dec 2012 for want of debiting the Pay and Allowances of the GREF personnel in the Jobs. This is huge amount, which, if not timely debited in the Jobs, is likely to grossly affect the budget figures. Therefore, there is need to develop a meticulous monitoring mechanism to observe that the monthly figures of the Suspense are debited by the AOs, Task Forces regularly.

3. To enable us to watch the clearance of Suspense by the AOs, Task Force through the Register of Suspense Head (00/020/74), it is requested that one line figure of the Suspense, Task Force wise month wise booked by your office from April 2011 to Dec 2012 may please be forwarded. This would enable us to monitor the clearance of the figures AOs wise.

Similar information may please be forwarded regularly from Jan 2013 onwards.

PCDA(BR) has seen

sd/
ACDA

Copy to:-

CDA (BR), Udyan Vihar, Naragi, Guwahati
JtCDA (BR), Sector-48, Chandigarh
All AOs, Task Forces /Formations
C/O 56 /99 APO.

In continuation of this office letter of even No dt 17-09-2012. Since the PAO (GREF) has intimated monthly figures of the Pay and Allowances up to Dec 2012 to Task Forces, please ensure that total Pay and Allowances are booked in the Jobs straightway in the first instance. If it is not feasible due to one or some reasons, the same may please booked

provisionally in accordance with the instructions issued vide this office letter dt 09-01-2012. It is reiterated that Suspense clearance should be priority over the suppliers' payment as the committed liability would arise on the day of payment of pay and allowances. Please ensure that in no case the Suspense of Pay and Allowances, as intimated by the PAO (GREF) remains uncleared on monthly basis.

Any deviation from the instructions would invite disciplinary action against the defaulting AOs.

sd
ACDA

NOO:

1. The Officer-In-Charge,
Pay Section (local)

Please refer to this office letter No A/II/ROB/2011-12/Corr dt 23-08-2012 on the above subject. The status of booking of QSAs figure from 2003-04 to till date may please be intimated.

2. EDP Centre (Local)

For uploading the circular on our website.

Sh. K. S. Rao
SAG