

Speed Post

No. AN/I/526/CTC/Chandigarh  
Office of the PCDA (BR)  
Seema Sadak Bhawan  
Ring Road, Naraina  
New Delhi - 110010  
Dated: 10/10/2012

To,  
The JCDA(BR)  
Chandigarh

Sub: 3<sup>rd</sup> Controller's Training Committee Meeting 2011-2012 held at  
AO(P) Sampark Jammu.

\*\*\*\*\*

Minutes of 3<sup>rd</sup> CTC Meeting of NW Region held on 22/03/2012 to  
23/03/2012 at AO(P) Sampark, Jammu under the chairmanship of PCDA(BR)  
Delhi Cantt. is forwarded herewith for your further necessary action.

The action taken on the points may be obtained from the  
concerned offices at your end and consolidated report may be sent to this  
office please.

GO(AN) has seen.

Encl:- As stated

*Swami*  
(K. Swami)  
AO (AN)

Copy to :-  
✓ EDP Section For Uploading in our official website .  
(Local)

*Swami*  
(K. Swami)  
AO (AN)

**3rd CTC MEETING NW REGION**

22.03.2012

TO

23.03.2012

AT

AO (P) SAMPARK,

JAMMU

PCDA (BORDER ROADS)

DELHI CANTT. - 110010

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Appendix 'A'

List of officers present in the CTC meeting held on 22<sup>nd</sup> & 23<sup>rd</sup>

March, 2012 at AO(P) Sampark, Jammu

**Shri Banwari Swarup, IDAS,PCDA(BR)**

<u>Name of the Officers</u>	<u>Office where serving</u>
1. Shri G R Kaith, IDAS, DCDA	AO(P) Sampark
2. Shri Dhananjay Singh. IDAS, DCDA	M.O.PCDA(BR),New Delhi
3. Shri Chander Shekhar, IDAS, ACDA	AO(P) Chetak
4. Shri Kartar Ram, IDAS, ACDA	AO (P) Beacon
5. Shri Surinder Singh ,IDAS, ACDA	AO (P) Himank
6. Shri Vinod Kumar,SAO	M.O. PCDA(BR), New Delhi
7. 28. Shri Rakesh Kumar,AO	M.O. PCDA (BR), New Delhi
8. Shri Prehlad Singh, AO	JCDA (BR) Chandigarh
9. Shri Anil Kumar Gupta, AO	AO 32 BRTF
10. Shri Jasbir Singh Rana,AO	AO 35 BRTF
11. Shri Rashpal,SAO	AO 760 BRTF
12. Shri M S Kashyap, AO	AO 16 BRTF
13. Shri Ramesh B Jadhav,AO	AO 753 BRTF
14. Shri A K Sakolia,AO	AO 762 BRTF
15. Shri Jaswant Singh,AO	AO (P) Sampark
16. Shri R C Sharma,AO	AO 13 BRTF
17. Shri Yashpal Sharma,AO	AO 31 BRTF
18. Shri R. C Chaoudhary,SAO	AO 31 BRTF
19. Shri Satvinder Singh Behl, SAO	AO 50 BRTF
20. Shri Gian Chand, AO	AO 45 BRTF
21. Shri Raj Kumar Singh, AO	AO 49 BRTF

- |                                       |                      |
|---------------------------------------|----------------------|
| 22. Shri S K Gupta, AO                | AO (P) Deepak        |
| 23. Shri Kamlesh Sareen, AO           | AO 38 BRTF           |
| 24. Shri Angat Singh, AAO             | AO 759 BRTF          |
| 25. Shri Sanjay Kumar Gupta, AO       | AO (P) Shivalik      |
| 26. Shri Amar Singh, AO               | AO 21 BRTF           |
| 27. Shri Balbir Singh, AO             | AO 36 BRTF           |
| 28. Shri S K Chatterjee, AO           | AO STF Hirak         |
| 29. Shri Mithilesh Kumar Singh, AAO   | AO GREF Centre, Pune |
| 30. Shri Rishabjit Singh Pargotra, AO | WBW Pathankot        |
| 31. Shri Asha Nand, AAO               | WSD Pathankot        |

## OPENING ADDRESS BY PCDA (BR)

### 3<sup>rd</sup> CTC MEETING – NORTH & NORTH WESTERN REGION

22 -23 MARCH 2012

My dear fellow members of the DAD fraternity,

It is my proud privilege to inaugurate the 3<sup>rd</sup> North & North Western Region CTC Meeting.

I welcome all the participants to the CTC Meeting and expect whole-hearted participation from each one of you. Everybody should feel free and flag the problems/issues that require clarification. This is also an opportunity for experience sharing so that we all are benefited by the collective wisdom of this august group.

The meeting will be convened as per the agenda circulated to all the participants. In order to make this meeting more effective and interactive, all the participants will be allowed a time of 10-15 minutes to project their achievements and problems, if any, during the last one year.

:6:

As you are aware, of late, due to certain geo-strategic factors, there has been an increased pressure on the BRO. Needless to mention, this pressure is bound to affect all of us in the sense that the executives will have much higher expectations from us in terms of delivery of service. In this context, the speed and quality of our service is of paramount significance for our effective role playing in the overall scheme of things.

Due to our proactive approach, certain issues like accounting of stores in the absence of CP vouchers and revised local audit system that were hanging fire for a quite sometime, have since been resolved by issuance of the circulars/instructions.

\* Regarding the clearance of the Suspense Heads, I would request all the participants to analyse the outstanding amount under the various Suspense Heads and ensure maximum clearance but not less than 50%.

\* In the field of Computerization and Office Automation, we have made considerable progress although there is still a room for improvement. The dynamic website of PCDA was launched on 31.03.2011. On-line grievances can be uploaded. Pay slips can be viewed from far-flung offices much before their actual receipt by the employees.

:7:

\* Allotment of Rs.20000/- was made to each sub-office during 2011-12 and additional allotment, if any is also being made as per the request from various field offices.

\* Earlier we did not receive any worthwhile points relating to Internal Audit Report and MFAI. Now, there has been a slight trickle of such cases. Yet, they also leave much to be desired. They are either too generic or too repetitive to merit inclusion in IAR/MFAI.

\* Likewise, our performance in the field of Financial Advice has also not been satisfactory. This needs to be pushed up quite a bit.

\* I also find from the data held in the Main office that large number of Local Audit Objections/Test Audit Objections, Super Review Items and Inspection items are outstanding. This is a none-too-happy situation. All the AOs Projects/Taskforces should review these cases in a time bound manner and achieve the maximum clearance.

These are only some of the critical areas that warrant our focused attention. We need to retrospect the past, introspect the present and visualize the future in a comprehensive manner. Once we do this, we shall embark on the road to excellence.





**MINUTES OF 3<sup>rd</sup> CTC MEETING (NW REGION) HELD ON 22<sup>nd</sup> & 23<sup>rd</sup>  
2012 AT AO(P) SAMPARK, JAMMU**

The CTC meeting for the year 2012 (NW region) was held at Jammu on 22/03/2012 and 23/12/2011 under the chairmanship of PCDA (Border Roads) New Delhi. The venue for the meeting was Conference Hall at AO(P) Sampark, Jammu.

The conference got underway with the welcome address by Shri G.R. Kaith, IDAS, DCDA, where besides welcoming Hon'ble PCDA (BR) amongst others, (list of Participants enclosed in Appendix 'A'), he outlined the objective of the meeting. Shri G.R. Kaith, Dy.CDA requested PCDA (BR) to officially inaugurate the CTC meeting 2012.

In his opening address, Shri Banwari Swarup, IDAS, PCDA (BR) welcomed all the participants and expressed his pleasure in attending the conference. He advised all the participants to discuss on issues raised by them through agenda points and to highlight any other points which they encounter on their day to day functioning and find difficulties in addressing them.

In the opening address, among other things like generation of IAR items, MFAI items, Financial Advice items, Settlement of outstanding local audit objections, Inspection & Super Review points, the PCDA (Border Roads) also enjoined upon every participant that we should act in a proactive manner while discharging our day-to-day functions and dealing with various issues in the Accounts Offices. Wherever there is a difference of opinion between Accounts Office and Executives, the same should be handled judiciously and with maturity and proper advice should be given to the executives. However, in cases where Accounts Offices are not in a position to take the decision/advice to executives on the

issue(s), they should refer the matter to Main Office promptly to avoid any complication at a later date. The PCDA (Border Roads) gave the opportunity in the open house to all the participants to express their views/difficulties on day-to-day functioning and issues pertaining to them, if any. All the participants in turn spoke very well in respect of the issues pertaining to them. The PCDA (Border Roads) expressed satisfaction over organizing the CTC Meeting by AO(P) Sampark, Jammu and making all the administrative arrangements for the participants and declared the CTC Meeting open.

Following the speech, discussion on the agenda points was initiated by Shri Dhananjay Singh, IDAS, Dy.CDA (BR) on a random basis and threadbare deliberation followed on issues point wise. PCDA (BR) intervened in matters where he felt necessary and paved the way for resolving vexed issues that cropped up during the course of deliberation. All the participants made elaborate presentation of the agenda points. The decision as transpired thereafter point wise in the meeting against agenda points have been detailed in Annexure 'A' enclosed.

The fresh agenda points received from Accounts Offices/JCDA (BR) Chandigarh were also discussed at length and the decision arrived at in respect of each issue are appended in Annexure 'A' attached.

Participants who came prepared with their power point presentation were thereafter allotted slots to present issues pertaining to their offices besides agenda points. The few participants who gave their presentations spoke eloquently and discussions on issues were made.

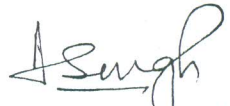
In view of the points discussed in the meeting at length and decisions arrived at, all concerned are requested to go through these minutes thoroughly and furnish the feedback/progress report to Main Office PCDA (Border Roads).

Winding up the two day marathon session, PCDA(BR) expressed his satisfaction over the outcome of the Meeting and once again, urged upon all the officers present to put in sustained efforts in their respective functional areas and to ensure achievement of the target set for the year 2011-2012 by March 2012 apart from strict compliance of the decisions taken at the meeting in a definite time frame. PCDA (BR) expressed his satisfaction over the arrangements made in hosting an event of such magnitude by AO(P) Sampark, Jammu.

The concerned GOs/SAOs/AOs/AAOs in Main Office should also go through the minutes and take necessary action in respect of the points pertaining to them on priority and necessary feedback/progress report may be furnished to the office of PCDA(BR).

The meeting ended with a vote of thanks to the chair by Shri G.R.Kaith, DCDA.

No. AN/I/526/CTC/Chandigarh  
Dated :- 18/09/2012

  
(Dhnanjay Singh)  
Dy. CDA (BR)

Copy to: -

1. PS to PCDA (BR)
2. GOs/SAOs/AOs - Main Office
3. CDA (BR), Guwahati
4. All Participants
5. Admin-I

Annexure 'B'

**DIRECTIVES BY THE HON'BLE PCDA(BR) WHILE ADDRESSING  
THE PARTICIPANTS IN CTC MEETING 2012 HELD AT  
JAMMU.**

1. **Timely submission of Reports / Returns** - It was emphasized that various reports & returns which are to be rendered to Main Office should be submitted on time. If delays in replies are anticipated, an interim reply should invariably be sent pending final disposal of the reports and returns. Non compliance of rendering the reports / returns will in future invite disciplinary action against the officers-in-charge.
2. Functional/Admin constraints, if any, faced at ground level may also be brought to the notice of Main office citing the areas of constraints and the backdrop which has led to such constraints.
3. **Implementation of posting orders issued by Main Office** - Transfer and posting of staff/officer is an administrative requirement in any setup. Whenever orders of transfer/posting are received, it should promptly be complied with as per instructions in the transfer orders. Under no circumstances, relief of any officials should be held up on the ground of shortage of staff or that the transferee is entrusted with important works etc. In case of unavoidable circumstances, which will be rare, the matter may be referred to Main Office Demi-officially explaining the reasons for delay in relief.
4. The report on MES/MER should be forwarded to M.O. in time. In order to avoid time lag, the vetted MER should be sent directly to M.O by AO(P)/AO(TF) which should be followed by consolidated MER/MES by AOs(P) as per practice in vogue.
5. Special efforts should be made to generate MFAI cases of substance. At least two MFAI cases by all AO(P) and AO(TF) should be initiated by the end of 31<sup>st</sup> March 2012. All AOs(P)/AO(TF) may note the matter and accord top priority.
6. It is requested that all officers and staff should visit PCDA (BR) website regularly. Any updates made therein should be carefully pursued and instruction, if any should invariably be complied with. The officer in-charge should ensure that the web site is visited regularly and watch for any updates.
7. Though PCDA (BR) expressed satisfaction on implementation of e-payment in sub-offices, it was emphasized that the target of 90% should be achieved by end of March 2012 by all sub-offices. From April 2012 onwards, target of 100% on implementation of E-payment should be set by all concerned.

8. Additional allotment on contingency requirements if any, supported by a statement of case, justifying the need for items to be procured, may be forwarded to the Main Office through proper channel for consideration and sanction. Quarterly expenditure report on office contingency should invariably be sent to reach CDA(BR) Guwahati by the end of the quarter for consolidation and transmission to Main Office.
9. All cases where expenditure has been incurred beyond the 10% limit above the Administrative Approval Sanction, may be forwarded to Main Office for examination. A statement of case detailing the circumstances under which the payment beyond the limit has been made may also be enclosed while forwarding such cases.
10. Main office has issued circulars on Liquidated Damages from time to time. While the contents mentioned therein may strictly be adhered to, it has been reiterated in CTC meeting to submit a report to the Main Office, detailing particulars of all those Supply orders, where payment has been released without imposing LD.
11. It has been emphasized to download Manual for 'Goods and services' and 'Manual for Works' from the website of Ministry of Finance, Department of Expenditure and rules framed therein should be implemented in all cases wherever applicable.
12. Report on authorized vis-a-vis holding of vehicle of all GREF establishment, may be forwarded to Main office giving all relevant details viz vehicles being kept idle and other related information.
13. Extra efforts need to be made while carrying out super review and inspection of any office. Before carrying out such exercise, drills on super review and Inspection as forwarded to sub offices from time to time need to be studied by the concerned officers. Drills are also available on PCDA (BR) website. The guidelines should be carefully considered before undertaking any Super Review or Inspection.
14. Some of the sub offices have raised doubts on items under Physical Contingency being not properly listed, to which it was asked to follow IFA Manual wherein items have been listed in detail.
15. It was categorically instructed by PCDA (BR) that any additional work from other Controllers should not be taken without prior approval of Main Office.

**AGENDA POINTS FOR CTC MEETING: MARCH 2012****AGENDA POINT FOR FORTHCOMING CTC MEETING FOR O/O JCDA (BR) CHANDIGARH:**

Sl. No.	Agenda point	Point in detail	Comments Of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
1.	Paucity of Assistant Accounts officer in the O/o JCDA (BR) Chandigarh.	This office functions as zonal office for twenty four sub offices under its jurisdiction and is responsible for their pay & allowances, TA/DA/LTC,CEA, medical claims and other claims, maintenance of service records upto AAO level and administrative matter as well. It is intimated that the authorised strength of AAOs in respect of this office is seven but only two AAOs are posted at present out of which one AAO viz. Sh. K.S. Karki often remain on leave due to his domestic constraints and problems. The additional workload has to be endured by Sh. D.K. DIXIT, AAO as four apprentices stand posted to this office have not turned up till date. The posting of at least two AAOs is requested in this office for smooth functioning.	HQrs Office vide letter no.AN/9010/1/HYR/2011/TR – 29 to 62 dated 09/02/2012 has posted two AAOs to JCDA(BR) Chandigarh on inter-command transfer basis which will mitigate the deficiency of AAOs.	Matter may be dropped as the JCDA (BR) Chandigarh has got two AAOs after inter-command transfer basis.
2.	Hutted Accommodation for Diesel Genset	A Diesel Genset is installed in this office which has been installed in <u>open</u> . The requirement of diesel to run the Genset is being met from 507 SS & TC, Chandigarh. As the office of JCDA (BR) Chandigarh is housed on 2 <sup>nd</sup> floor and ground & first floor are occupied by Army postal Unit and Border Road Unit respectively, the storage of diesel in open space may cause pilfering or theft and damage to Genset.	The detailed specification of the proposed construction & a rough estimate may be prepared in consultation with engineering authorities and a S.O.C. may be forwarded to this office to take up the matter with HQ DGBR.	Firstly the matter may be taken up with Concerned CE after that if necessary Statement of Case will be submitted by JCDA (BR) Chandigarh.  Action: JCDA (BR) Chandigarh

Sl. No.	Agenda point	Point in detail	Comments Of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
		<p>To avoid any untoward incidence of stealing of diesel and damage to Genset placed in open space on ground floor, a temporary provision of hutted accommodation (Prefeb hut) is required for safe custody of both Genset and diesel.</p> <p>The matter may please be taken up with DGBR for placement of a hutted Prefab hut for this purpose.</p>		
3.	Maintenance of Building of JCDA (BR), Chandigarh	<p>It is intimated that the office of JCDA (BR) Chandigarh is housed at 2<sup>nd</sup> floor of the main building in GREF Complex, 38Rear, Chandigarh. The office started functioning from this building from 09.11.1998. The 2<sup>nd</sup> floor of this office consists of two halls for staff, one hall for training, one room for DCDA/ACDA, one room for SAO/AO, one small room and two toilets. The periodical maintenance services are not being done by Border Roads authorities for this office resulting in giving unhygienic look to office and depriving the staff of good living standards.</p> <p>If the competent authority agrees, the matter may be taken up with higher authorities of Border Roads Organisation for upkeep the office.</p>	<p>The detailed specification of the proposed construction &amp; a rough estimate may be prepared in consultation with engineering authorities and a S.O.C. may be forwarded to this office to take up the matter with HQ DGBR.</p>	<p>Firstly the matter may be taken up with Concerned CE after that if necessary Statement of Case will be submitted by JCDA (BR) Chandigarh.</p> <p>Action: JCDA (BR) Chandigarh</p>
4.	Separate Toilet for Ladies Employees	<p>This office imparts in-house training to officers and staff of all sub offices under its jurisdiction and sometime ladies employees attend the training/courses. Further a woman employee is also posted in this office. There is no separate lady toilet in this office thus causing problem to lady staff. It is purposed to provide a ladies</p>	<p>The detailed specification of the proposed construction &amp; a rough estimate may be prepared to enable this office to take up the matter with HQ DGBR.</p>	<p>Ladies Toilet is mandatory in every office and statement of case after discussion with executives will be submitted to M.O.</p> <p>Action: JCDA (BR) Chandigarh</p>



Sl. No.	Agenda point	Point in detail	Comments Of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
		toilet in verandah/space adjoining to Training Hall where separate lady toilet may be built. The matter may be taken up with DGBR to construct lady toilet in the office		

**AO (P)/ TF WISE AGENDA POINTS:**

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
01	AO (P) Himank	01.	<p><u>Procurement of spare Parts (Cat A) under delegation of Powers:</u>  As per item 25 C of Govt. of India MORTH letter No. 04/696/2007/BEA/21801/PC/DGBR/TPC dated 27/11/2007, the O.C' s of field workshops are empowered to procure spares for Vehicle / Equipment / Plants for Rs.25000/- on each occasion, but it is seen that in many cases OC' s are procuring these spares citing the authority of Para 913 of Border Road regulation as for each item where as, as per Para 7 of Govt. letter mentioned ibid all provisions taken into account in the above mentioned delegation of powers will be deemed to have been amended accordingly. Therefore, the procurement citing the reference of Para 913 which stands amended is not correct. This issue has also been pointed out during the recently conducted super review and in their reply during discussion executives stated that the matter has already been referred to DGBR, but nothing has been heard so far. The matter may please be taken up with the Govt. either to delete the word "each Occasion" in item 25 C of delegation of powers vide GOI letter dated 27/11/2007 or units be directed to make procurement within</p>	<p>May be discussed after ascertaining practice prevailing in various AO (P)/TF offices. Matter is required to be taken up with BRBD/DGBR for issue of suitable instructions.</p>	<p>We may advise HQ. DGBR to refer the issue to BRDB for clarification. Till receipt of clarification from BRDB we should restrict to the power delegated vide BRDB letter No. even dated 27.11.2007</p>	<p>Guide lines as per DPM may be followed. However, SOC may be submitted by AO (P) Himank.</p> <p>Action: - AO (P) Himank</p>

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
			the powers strictly in its letter and spirit.			
	AO(P) Himank	02.	<p><u>Non-Receipt of Multifunctional device:</u> Please refer to main office supply order no. EDP/601/OA/IX dated 20/01/2011 under which one digital copier &amp; multifunctional device was allocated for this office on the basis of FOR at Pathankot. It is informed that same has not been received so far. The present position may please be ascertained and device be arranged for this office.</p>	Present position requires to be ascertained for early delivery of equipment.	The supply order mentioned has been cancelled due to non-supply of the items. Main Office called for the additional hardware requirement for all the sub-offices during Oct. 2011. Hardware requirement of all the sub-offices has been provided vide Main Office letter no. EDP/601/OA/X dated 05.01.2012 and sanction for purchase of fax machine /MFD accorded vide Main Office letter no. EDP/601/OA-V dated 06.03.2012.	<p>Proposal may be initiated again if not received.</p> <p>Action-AO (P) Himank.</p>
	AO(P) Himank	03.	<p><u>Non involvement of dedicated IFA from the stage of inception of the work/case:</u> In the IFA system, the dedicated IFA's are required to be involved right from stage of vender selection and opening of the quotations in r/o supply orders and acceptance of contracts in order to check predetermined and wrong selection of venders, selection of venders not dealing with the product under procurement,</p>	It is in the interest of the state. Matter is therefore required to be taken up with BRBD/DGBR. for issue of directions to all formations under him.	Status quo needs to be maintained. However while vetting of supply order & according financial concurrence on contracts the relevant provisions of TS, list of registered vendors & demands may be scrutinized.	<p>S.O.C may be submitted by Shri G.R.Kaith, Dy.CDA, AO(P), Sampark</p> <p>Action: AO(P) Sampark</p>

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
			<p>authenticity of cuttings and overwriting in the quotations. Not only the involvement at the inception stage, but entire process of opening of quotation should have been done in the presence of dedicated IFA as is being done in case TPC on the army side. It is insisted for the reason that such deficiencies are often pointed out by the inspecting authorities of the executives, when they try to fix the responsibility of the audit for such lapses for which they can not be made responsible, because involvement of IFA is made after deciding the L1 by the executives.</p>			
	AO(P) Himank	04.	<p><u>Importance of scrutiny of Technical Sanctions:</u>            Very casual approach has been noticed in the various Task Forces for carrying out the scrutiny of Technical sanction, which often leads to (i) over procurement of stores (ii) over adjustment of stores (iii) procurement of unrelated stores, some time intentional and also due to wrong calculations, which requires thorough check on part of our AOs (P) /TF. It is out of my experience during the inspections and super review of various Task Forces.</p>	<p>Suitable instructions required to be issued to various AOs TF/(P) after thorough discussion on the subject in CTC.</p>	<p>On receipt of TS it is the primary duty of AOs(P)/AOs (TF) to scrutinize the various items incorporated in the TS. Thereafter, whenever expenditures are incurred or any procurement proposals are received in the AOs(P)/AOs TF, the same should be vetted with reference to the TS available thereby reducing the over procurement of unrelated stores. All the AOs(P)/AOs TF should ensure strict compliance and provisions contained</p>	<p>A Circular on the subject may be issued by Works Cell of Main Office.</p> <p>Action: Main Office (Works Cell)</p>

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark									
					in the relevant Manual for the same.										
	AO(P) Himank	05.	<p><u>Shortage of staff:</u> Every time this point shortage of strength is placed in CTC, The only reason being that the quality of work cannot be improved unless our offices are provided with authorized strength of staff. Many times our offices are dependent upon the attached GREF personal, for important works like posting of demands, preparations of construction account, PM and even for passing of bills. These are very important areas which should have completed by our own staff. Main office is requested to look into it favorably or issue some instructions where such important areas are to be dealt with by the DAD staff themselves.</p>	May be considered by worthy PCDA (BR).	<p>There is an overall shortage of manpower in the organization. Efforts have been taken to minimize the shortage by appointing new recruits.</p> <p style="text-align: center;">Authorized</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>Posted</td> <td></td> <td></td> </tr> <tr> <td>AAO</td> <td style="text-align: center;">01</td> <td style="text-align: center;">01</td> </tr> <tr> <td>SA/Adr</td> <td style="text-align: center;">05</td> <td style="text-align: center;">02</td> </tr> </table>	Posted			AAO	01	01	SA/Adr	05	02	Noted and will be posted as soon as possible.  Action: Main Office (Admin – I)
Posted															
AAO	01	01													
SA/Adr	05	02													
02	AO (P) Shivalik	01.	Demand for placing of cash assignment under MH: 3451 SES Ground establishment of HQ CE (P) Shivalik is being projected to PCDA (BR) as per the prevailing system. Now w.e.f March'2011 onward, Monthly pay system was introduced and pay & allowance of GREF Officers and Per are being credited to their respective bank accounts directly by PAO (GREF). Now a doubt has arisen as to how the funds are being adjusted as there is no policy on the subject resulting in surrender/lapse of huge cash assignment placed with the bank at the end of the	Amount of cash assignment may be curtailed to the extent of amount required for Pay & Allowance of Gref officers/ Personals, but the funds would still be required for acceptance of debit.	Since AOs (P)/AOs TF offices vet the proposals of CA before sending to Main Office for release of Cash Assignment. As such this aspect needs to be looked into by them to avoid excess/less drawal of CA. Further it will have only effect on 10% reserved deduction kept by Main Office for Pay & Allowances before release	Status-quo should be maintained.									

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
			<p>financial year. It is therefore requested to issue necessary guideline, whether the prevailing system of demanding cash assignment still is in order or the cash assignment may be demanded as per the actual requirement excluding Pay &amp; Allowance of GREF Officers/ Personal which are credited to their respective bank by PAO (GREF) Pune.</p>		of CA.	
	AO (P) Shivalik	02	<p><u>TA/DA Advance to service officer:-</u> This office is admitting Requisition of TA/DA in respect of GREF Officers/ Personal for performing Ty duty as and when such claims are received in this office, and final TA/DA adjustment claims in this regard is also passed by this office. In this connection it may please be clarified whether TA/DA requisition in respect of army officers can be passed by this office or not. As the order on the above subject is not clear, the same may please be clarified inter-alias stating the accounting procedure i.e. the code head to which such advances are to be booked, and as to how the demand against the officers shall be liquidated, Since the final TA/DA adjustment claims and other claims in respect of Army officers are not being dealt by this office.</p>	So far army officers are posted in GREF formations and their expenditure are subject to be debited to the Border Road, there is no harm for making such advance payment, as is being done in past.	Since, the onus for regulating P&A, TA/DA/LTC etc. rest with PCDA(O)Pune, as such PCDA(BR) New Delhi or any sub-office under the jurisdiction of PCDA(BR) New Delhi can't make advance on account of TA/DA/LTC etc. As per existing order on the subject advance on account of TA/DA/LTC etc. will made by the concerned Pay Accounting authority i.e. Paying controller only and not by others.	Status-quo should be maintained.
	AO (P) Shivalik	03	<p><u>Payment of Telephone / Mobiles bills:</u> Presently this office is admitting reimbursement claims on account of</p>	As per orders only post paid mobiles/Land line phones are	As per existing order on the subject, reimbursement claim is to	Admitted as per rules on the subject.

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			<p>Residential telephone charges/ post paid mobile charges, in respect of GREF Officers/ Service Officers. Now an officer has enquired regarding reimbursement of prepaid mobile charges on production of receipts. As per clarification vide GOI Min of Finance ON No. 7(14)/C&amp;V/2006 dt. 10/4/2007, (item No.13) <b>“quote “ whether reimbursement can be made to those officers who are using pre-paid mobile connections and submit recharge coupons only instead of any proper bills/receipts.” Has been clarified as “NO” Un-quote.</b></p> <p>In this connection it may be clarified whether reimbursement can be made in cases where receipts in respect of prepaid mobile are submitted to this office. Further it may also please be clarified when the claims on account of telephone charges/ mobile charges can be declared time barred. It may also please be clarified the periodicity for which these claims may be classified as time barred due to non submission of bills for reimbursement.</p>	<p>authorized,where call details could have been verified. Pre paid mobiles can not be accepted for reimbursement as there is no receipt issued in the name of the officer and the calls made on prepaid mobile can not be accepted as “all calls made in the interest of the state”.</p>	<p>be supported by documentary evidence. But in case of pre-paid mobile service, neither any receipt nor any invoice nor bill are provided by the authority concerned. Further, authorisation has been made for realisation of incurred expenditure only on account of residential Telephone/MTNL or BSNL Post paid Mobile Bills but in case of pre-paid mobile service it would be advance only and not incurred expenditure ,which is not authorized as per existing order on the subject.</p>	

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	AO (P) Shivalik	04.	<u>Pay and Allowances DAD Estt:</u> Pay & allowances in respect of DAD Estt are presently being paid by cheque issued in favour of the Nationalized banks to be credited in the individual bank account which are usually not credited by the banks on due dates and are often delayed from 07 to 10 days. Other payments like TA/ DA, Medical etc are being paid through cash assignment on Payment authority issued by JCDA (BR) Chandigarh. It is proposed that pay & allowances and other payments in respect of DAD Estt may be made “ <b>through ECS</b> ”	Matter was discussed with the Bank authorities at Chandigarh who have refused to accept the ECS payment out of Chandigarh. They have advised for purchase of NEFT software in order to get this facility.	Since the order as regards to switching over to electronic payment has been issued by RBI as such comment of JCDA(BR) Chandigarh as well as refusal of Bank authority for ECS payment is not understood .However, it suggested to liaise with the concerned bank authority and apprise them with reference to Order issued by the RBI.	In this regard, the case may be sorted out by JCDA (BR) Chandigarh with Bank Authorities and software if necessary will be procured.  Action: JCDA (BR) Chandigarh
	AO (P) Shivalik	05.	<u>PT-II Officer orders in respect of AO:</u> JCDA (BR) Chandigarh is admitting all the claims including TA/DA bills in respect of AO's, but Pt-II O O for Ty Duty is being done by Main office. Hence it is proposed that the power to publish Pt-II O O in respect of AO's may be delegated to JCDA (BR) Chandigarh to avoid delay in submitting the claims.	At present part II O O in r/o AO are published by the main office. PCDA (BR) may consider the change if agreed to.	The matter has been accepted in principle.	PCDA (BR) agreed with the proposal and powers of publication of Pt. II O.O. upto the level of AOs will be delegated to JCDA (BR) Chandigarh / CDA (BR) Guwahati.  Action: Main Office (AN-I)
03.	AO 21 BRTF	01.	<u>Clarification on fixation of pay on re-appointment under RPR 2008 in r/o GREF personnel:</u> Cases of pay fixation on re-appointment from the lower post to higher post carrying duties and responsibilities of greater importance was forwarded to MO for clarification vide	Rule position has been explained to concerned AO vide letter no. BR/IV/146/Pay Fix. dt. 28/ 09/2011, but he adamant to accept the same.	The issue requires clarification from DOPT particularly as regards to Rule-12 of CCS(RP)-Rules-2008	S.O.C may be submitted to PCDA (BR) through HQDGBR.  Action: AO 21 TF



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			JCDA (BR) Chandigarh vide his letter No. BR/IV/146/Pay Fix dt. 28/09/2011. The units under the command are fixing pay after giving them one increment of 3% plus grade pay of new appointment, which is not in order as per CCS (RPR) 2008. Decision in the case is still pending.			
	AO 21 BRTF	02.	Pay fixation of GREF Officers / Personal may be dealt by JCDA (BR) Chandigarh centrally to avoid anomaly in pay fixation and maintain uniformity in pay fixation.	Not possible, as the service records are being kept by executives subject to audit by the AO concerned. More over it is era of decentralization of powers and the AO is asking for centralization only for shifting of his work load and responsibility.	Status quo is maintained.	Status quo should be maintained.
04.	AO 759 BRTF	01	<p><u>Shortage of Staff:</u> This task force was shifted from Afghanistan to Solang Valley (HP) under Project Rohtang Tunnel in the year 2009 from that date no Accounts Officer has been posted. At present the location of this Task Force is at Jeori (HP) and only one AAO and two Auditors have been posted which are not enough to carrying out of routine works of office. Hence it is requested to provide AO</p>	Refer to point no. 5 of AO (P) Himank.	Matter is with Addl. FA & JS vide this office letter no. AN/I/70/SARDP/Vol. III dated 18.08.2011 Reminder issued vide Main Office letter No. AN/I/70/SARDP/Vol.III dated 27/10/2011. As regards posting of Accounts Officer the	Matter has already been referred to HQrs Office and staff will be provided as soon as possible.  Action: Main Office (AN –I)

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			and at least one Auditor in this office please.		<p>matter has been taken up demi-officially with HQrs Office vide Main Office letter no. AN/I/63/AOs/Vol.V dated 23.02.2012.</p> <p>Present authorized / posted is as under:</p> <table border="0" data-bbox="1312 576 1606 673"> <tr> <td></td> <td style="text-align: center;">A</td> <td style="text-align: center;">P</td> </tr> <tr> <td>AAO</td> <td style="text-align: center;">00</td> <td style="text-align: center;">01</td> </tr> <tr> <td>Adr</td> <td style="text-align: center;">00</td> <td style="text-align: center;">02</td> </tr> </table>		A	P	AAO	00	01	Adr	00	02	
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	AO 759 BRTF	02.	<p><u>Office and Living Accommodation:</u> This office has moved with Task Force from its old location Solang valley to Jeori. Only one room 10 x 10 Feet has been provided for office, which is not sufficient. In the same room office work is being conducting and AAO is also discharging his duty with the staff in the same room. After several request and many reminder has been issued to HQ but no accommodation has been provided to this office. It is requested to issue the instructions to Task Force Commander through CE (P) Deepak to provide the accommodation and office furniture as per our previous demand.</p>	PCDA (BR) may like to take up the matter with higher executive authorities.	AO (P) Deepak may take up the matter with CE (P) Deepak demi-officially and the status may be intimated to Main Office.	<p>Agreed. Matter will be taken by AO (P) Deepak with CE (P) Deepak to provide sufficient living accommodation.</p> <p>Action: AO(P) Deepak</p>									

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	AO 759 BRTF	03.	<p><u>To make the 98% Payment to IOC:</u> As per MOU 98% payment will be made by AO office in the IOC bills without watching CRV's. This payment has been done on receipt of bills from IOC. As per our discretion it is not in order. We have no any token verification for receipt of consignment from the consigner. This office is in the view that MOU may be changed and full payment may be made on receipt of full quantity along with the CRV and other supporting document. In case it is not possible then at least a token verification may be enclosed with the bill that full quantity has been received by the consignee.</p>	Such MOU are made between DGBR and IOC after obtaining Concurrence from IFA (BR) and the provision of payment to the extent of 98% does exist on producing proof of dispatch and CRV no. along with DIP details of quantity and temperature is always mentioned on IOC Invoice. All relevant vouchers are being verified at the time of payment of 2% of IOC invoice.	Ordinarily, payments for supplies are made only after supplies have been made. But in this case, the 98% payment are made against the supply, as advance payment in terms of Rule 159 of GFR under which the Ministries / Departments of the Central Government, in consultation with IFA, are competent to release such advances. The advance payments should be linked with the vouchers after supervision of Bill. The MOU signed by the IOC is therefore, in order.	<p>It is decided that S.O.C will be submitted to Main Office for examination and regarding 2% bills, necessary correspondence will be made with the IOC.</p> <p>Action: AO 759 TF</p>
	AO 759 BRTF	04.	<p><u>Arrange to provide accommodation and furniture for DAD office:</u> On move of HQ 759 BRTF from its old location to new location at Jeori (HP). This office has move along with the Task Force. Hence following accommodation and furniture is required for official use as well as for living accommodation for DAD officers and staff.</p>	Details of furniture held at old location are required to be ascertained, before the sanction by the PCDA (BR) is accorded for procurement of new furniture. However it is duty of the executives to provide the	A detailed list of furniture brought from its old location and those left behind at the old location may be prepared by AO TF. As the responsibility of providing accommodation / furniture to AO office primarily rests with HQ	<p>It is decided that matter will be taken up with the executive authorities.</p> <p>Action: AO 759 BRTF</p>

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			<p>i) <u>Accommodation for Office:</u></p> <ol style="list-style-type: none"> <li>1. Office for AO along with toilet facilities.</li> <li>2. Office for AAO with toilet facilities.</li> <li>3. At least two rooms for staff along with toilet facilities.</li> <li>4. One room for placing the server.</li> <li>5. One room for old record.</li> <li>6. One room for store.</li> </ol> <p>ii) <u>Furniture for Office:</u></p> <ol style="list-style-type: none"> <li>1. Executive table – 02 Nos</li> <li>2. Executive chair – 02 Nos</li> <li>3. Office table - 08 Nos</li> <li>4. Office Chair - 16 Nos</li> <li>5. Chest for keeping MB – 01 Nos</li> <li>6. Almira large size - 05 Nos (store well a rack)</li> <li>7. Almira small size – 05 Nos ( store well a Minor)</li> <li>8. Steel Rack - 06 Nos</li> <li>9. Computer table – 03 Nos</li> <li>10. Computer Chair - 03 Nos</li> </ol> <p>iii) <u>Living Accommodation for DAD Officers:</u></p> <ol style="list-style-type: none"> <li>1. One set for Account Officer.</li> <li>2. One set for Asst. Account Officer.</li> </ol> <p>iv) <u>Living Accommodation for DAD staff:</u></p> <ol style="list-style-type: none"> <li>1. 04 room for DAD staff along with bathroom &amp; toilet facilities.</li> </ol> <p>v) <u>Furniture for DAD accommodation (Officer &amp; Staff):</u></p>	<p>accommodation and furniture to the office of the AO.</p>	<p>TF, so AO TF may be requested to take up the matter with HQTF initially. However for any additional requirement of furniture, which cannot be provided by HQTF, a proposal along-with detailed statement of case &amp; a rough estimate of the amount required for the purpose may be submitted to this office for sanction by the PCDA (BR).</p>	

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			1. Charpai Wooden - 08Nos 2. Table - 08 Nos. 3. Centre table - 02 Nos. 4. Peg Table - 02 Nos 5. Dressing Table - 02 Nos. 6. Chair - 16 Nos. 7. Bucket GI/ Plastic - 16 Nos. 8. Bukhari - 06 Nos. 9. Plastic mug - 16 Nos. In view of above it is request to arrange the above items at an early date please.												
05.	AO STF HIRAK	1.	AO S.T.F. Hirak is having dual nature i.e. HQ CE (P) as well as the units falling under HQ.STF Hirak, considering the volume of work including Internal audit, there is acute shortage of staff. However an effort made by Main Office and appointment letter was issued to a new Auditor namely Shri. Devendra Pratap Singh Meena Who was to join AO, STF Hirak at Champawat in last week of Nov 2011 but the candidate has not reported so far. As such HQ Office is once again requested to post at least 2 Auditors for smooth running of the office work.	It is administrative matter may be considered by PCDA (BR), if deemed fit.	The matter will be taken care of in the next rotational transfer proposal. Present authorized / posted is as under: <table style="margin-left: auto; margin-right: auto;"> <tr> <td></td> <td style="text-align: center;">A</td> <td style="text-align: center;">P</td> </tr> <tr> <td>AAO</td> <td style="text-align: center;">01</td> <td style="text-align: center;">01</td> </tr> <tr> <td>Adr</td> <td style="text-align: center;">07</td> <td style="text-align: center;">02</td> </tr> </table>		A	P	AAO	01	01	Adr	07	02	Noted and will be posted as soon as possible.  Action: Main Office (AN – I)
	A	P													
AAO	01	01													
Adr	07	02													
	AO STF HIRAK	2.	It is suggested that a Hand Book on Internal Audit of BRO may be introduced highlighting grey area and check points to be seen in Higher Audit which will improve the quality of Internal Audit.	Some suggestion and Identification of the Grey area may be asked from the concerned AO. Only the desired suggestion of the AO without any	JCDA (BR) Chandigarh may identify the grey areas for the approval of Main Office. Further OM XIII and IFA (BR) Manual and Inspection	Status quo should be maintained. Advise to follow New Inspection Drill.									

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				groundwork done by him on his proposal can not be accepted. We can depute some ACDA, s/AO, s to identify grey area for working out points for inclusion in internal audit report and MFAI and that too under the monitoring of main office through some regular monthly reporting system.	drill contain comprehensive and exhaustive guideline for audit.	
06.	AO GREF Centre Pune	1.	A huge amount of TBO' s on account of Pay & Allowance are being raised defeating the very purpose of monthly pay system due to delayed publish of DO II' s in respect of new recruits posted out from GREF centre to other units.	As pay & allowances are subject to adjustment against the job/ground establishment. It will persist.	Accounts Offices may ensure timely publication of posting in Part II O.O. by the executive authorities so as to reduce rising of TBOs.	All are advised to respond the TBOs up to 31.03.12.  Action: Main Office (Works Cell)
	AO GREF Centre Pune	2.	As no fund allotted under MH-5054 to this centre to enable GREF centre to procure furniture within it. Whether new furniture /replacement of furniture can be procured under MH-3451 ground establishment needs to be clarified the matter have been already been referred to Main office vide this office letter No. A/GC/01/ delegation dated: 16/07/2011 and 06/07/2011.	Required to be discussed in detail in CTC.	HQrs DGBR has accorded sanction for provisioning of expenditure out of Office Contingency of GREF Centre & expenditure may be booked under MH 3451.(Ref: M.O.letter No.BR/Bud/906/Appr.Ac ct/10-11 dtd.28.12.2011).	Matter has already been decided and may be treated as closed.

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07.	AO (P) Chetak	01.	<p><u>Vetting of Deviation orders after approval in principle by CE:</u> At present Deviation orders are being issued by concerned Engineer authority after the approval in principle by CE (P). These are then returned to HQrs TF for resubmission to ACDA (P) through AO TF. AOs (P) are doing post scrutiny of DOs which are received from Task Force Duly Pre-scrutinized.</p> <p>In the opinion of this office, Deviation Order's proposals may be prevented by AOs(P) after approval by CE which will result in (a) avoiding delay in transmission to TF in principle and resubmission to AO (P) and (b) in effective and meaningful scrutiny of draft D.O.</p>	The point is not clear. It has been demarcated that AO TF will do the scrutiny of the DO's related & contract accepted by the Commander TF, whereas the ACDA (P) will do the scrutiny of the DO's in r/o contracts accepted by the CE (P). Further the custody of original contracts accepted by CE is with the AO (P) , how the original file will be updated without the scrutinized copy of the DO/amendments.	Agreed with JCDA(BR), Chandigarh.	S.O.C to be submitted to Main Office for examination.  Action: JCDA (BR) Chandigarh
	AO (P) Chetak	02.	<p><u>Involvement of AAO in internal Audit in BRO:-</u> As per M.O Letter No. AT/BR/117/LA/VOL-IV/ PC dated 01/02/2010, "there will be one tier review in which review will be carried out by concerned AOs (P)/TF". Subsequently audit of store is also being carried out by the auditor and then directly reviewed by the ACDA (P) AO TF.</p> <p>In the opinion of this office, AAO should be part of internal audit team, as the audit is completed only after test check by the AAO.</p>	May be considered for improvement of the working.	Due to shortage of Officers present two tier system of Internal Audit should continue. However the services of AAO may be utilised for the said purpose, on need basis.	The matter may be reviewed and suitable action may be taken if necessary.  Action: Main Office (AT Section)

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			However the one Tier review will be carried only by the AO/ACDA.			
	AO (P) Chetak	03.	<p><u>Relaxation to GREF Personnel at par with Armed Forces Personnel for movement on Temp. duty and permanent duty on Airlines other than Air India:</u>  Ministry of Civil Aviation vide their UO No. AV/8011/05/10-AI dated 12/01/2010 (Copy enclosed) had given relaxation to Armed Forces Personnel posted in North East for movement on Temp. duty and permanent duty on Airlines other than Air India. Now the point of doubt arises whether the ibid orders issued for Armed forces personnel can be extended to GREF Personnel. In this regard HQR. CE (project) Chetak has provided a copy of MOST BRBD letter bearing No.F-8 (I)64-Estt/70463/DGBR/E2A(T&amp;C) dated 14/08/1985 (copy enclosed) in which it has been stated that GREF is an integral part of Armed Forces.  Hence, it needs to be clarified as to whether the relaxation given to Armed Forces Personnel can be extended to GREF personnel also.</p>	It has already been decided to travel through AIR INDIA irrespective to GREF/ARMY vide CGDA DO letter no AT/IV/4462/parl. Ques. dated 22/12/2011. More over Our offices are not dealing with the adjustment claims of TA/DA/LTC in r/o Army officers.	Relaxation made to Army Officer/personnel vides Ministry of Civil Aviation UO No. AV/8011/05/10-AI dated 12.01.2010 has not been extended to GREF Officers/Personnel, as such the question does not arise.	Executive authority may be advised to submit the case through HQ DGBR.  Action: AO (P) Chetek
08.	AO 49 BRTF	01.	<p><u>Payment of CPL' s through Bank:</u>  At present, the payments of CPL's are being paid in cash. In this connection it is proposed that the wages of CPL's may be paid through Bank by operating saving account like the</p>	Not possible, as they are not regular/permanent employees.	Status-quo may be maintained.	Status quo may be maintained and matter may be left to executives.



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			payment to other GO/GP's. These will resulting in transparency of payments and also avoid fraudulent payments earning on the name of the CPL's.			
09.	AO 13 BRTF	1	<p><u>Deduction of service tax in bridge works:</u> It is intimated that the firms constructing the bridges under CA No. CE (P) Sampark /14/2010-11 &amp; CE(P)/Sampark/22/2009-10 has claim that the service tax deduction as per 6.41 of GOI ministry of finance department of revenue vide DO, DOF No. 3341/1/2007-TRU dt. 28/7/2007 and rule 118.4 taxable service.</p> <p>Clarification on the subject matter has been sought by HQ 13 BRTF from various revenue authorities of state govts. of Punjab and J &amp; K as well as HQ DGBR; but the decision is still awaited.</p> <p>However we are deducting the service tax as per notification of states and as per clause of the contract. A fresh letter dt. 7/1/2012 has also been issued by HQ 13 BRTF to the commissioners of sales taxes of J &amp; K and Punjab Govt. to clarify their stand on levying on service tax.</p> <p>This office requests to seek guidelines from PCDA (BR) Delhi Cantt. on the following issues of service tax which will be a guiding force for other Task Forces also.</p> <p>1. Whether service tax has to be levied /</p>	We should wait for the response of Revenue /HQDGBR authorities to the correspondence referred by HQ 13 BRTF as the revenue matter is involved in it. Present practice to recover service tax be continued as per clause in the Contract Agreement. The concerned company may take up the matter for refund of Service Tax citing the orders on the subject at their end.	Agreed with JCDA(BR), Chandigarh.	<p>A detailed statement of case may be submitted to main office.</p> <p>Action:- AO 13 BRTF</p>

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	AO 13 BRTF		<p>exempted for construction of roads, airports, railways, transport, terminals, bridges, tunnel and dams.</p> <p><u>Remark by AO (P) Sampark:</u> Clarification has already been given by this office vide No. AO (P)/ SPK/CA dt.2/9/2011 that since the service tax is imposed under state status as such exemption can be granted by the concerned Department of J&amp;K only. However as the service tax clause stand incorporated in contract agreement. Service tax is to be recovered and remitted to state authorities on monthly basis.</p>			
		2.	<p><u>Rate of Service tax:</u> M/S IRCON-SPSCPL UJV is constructing Basholi Bridge inaugurated by Mrs. Sonia Gandhi on the J &amp; K Punjab border. Please clarify whether the rate of service tax has to be levied as per the rates of J&amp;K Govt. or Punjab Govt. or both. Your direction on these aspects will be highly solicited please.</p> <p><u>Remark by AO (P) Sampark:</u> Bridge is connecting J&amp;K and Punjab state with some portion in Punjab state. The aspect whether to impose service tax levy by J&amp;K state on the whole project may be decided by the competent executive authorities in consultation with PCDA (BR).</p>	The proportion of AREA under different state is not known and the recovery of Service Tax should have been as per clause in Contract agreement ,which must have been decided before the acceptance.	Agreed with JCDA (BR) Chandigarh.	<p>To be decided by the executive authorities and tax should be recovered accordingly. However, matter may be referred to PCDA (BR).</p> <p>Action: AO 13 BRTF</p>

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10.	AO 31 BRTF	1.	<p><u>Static Accounting System:</u> As per policy in vogue vide HQ DGBR letter No. 52515/DGBR/11/ESQ (Sup) DT. 07/06/2006 all states /U.T. Capitals where GREF units are located and stations where family accommodation for GREF personal has been sanctioned will be called static station and peace station of accounting of ration is required to be followed. Since at Rajouri station Govt. married accommodation for GREF officers/Personnel already been exists, but the station is not being term as static and war accounting system i.e. Adm. Check of ration is being followed in this HQr. which has been noticed while carrying out local audit of HQr.31 BRTF and other units at Rajouri station. However the point has been raised and matter has also been discussed with executive authorities but no change in existing practice. The point need to be discussed at CTC Meeting please.</p> <p><u>Remark by AO (P) Sampark:</u> Matter has been taken up with HQr. Sampark to issue necessary instruction to HQ 31 TF to follow the correct procedure.</p>	This point was raised, discussed and sorted out during the discussion with commander by ACDA (P) Himank deputed for super-review of HQ 31 BRTF.	No further comments.	Matter already sorted out as discussed.

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
	AO 31 BRTF	2.	<p><u>Duplication in Accounting System:</u> In Supply Contract, it is seen that initially soon after the receipt of contract material at unit level the same is taken on ledger charge by means of RVs and thereafter again these contract materials are being on charge by means of CRV s by 536 SS &amp; TC (supply unit) after a gap of more than a week time and even after completion of work of supply of material. This duplicacy in preparation of CRV s should be dispensed with as such the point needs to be discussed in CTC meeting.</p> <p><u>Remark by AO (P) Sampark:</u> Time and this point has been taken up with Main Office and discussed in previous CTC meeting but final decision is awaited. However, Main Office may take up matter with HQ DGBR for final orders on the subject matter meanwhile instructions may be issued to all the Task Forces to adhere to minimum time gap for sending RV to supply units</p>	Matter was discussed by the ACDA on Super Review with the commander HQ 31 BRTF, who has accepted the preparation of single CRV either of SS & TC or from the RCC where the stores has been delivered.	Duplicity in preparation of CRV may please avoided and executive authority may be advised to ensure compliance of correct procedure.	Action may be taken as per comment of Main Office
11.	AO (P) SAMPARK	5.	<p><u>Medical reimbursement claim under emergency of Gref Personnel:</u> In this connection it is intimated that claim of re-imburement of bills of patients who have taken treatment on emergency. "First reporting to MI Room/PHC/Govt. Hospital, and then referred to private hospital (non-recognized hospital) need to be sanctioned by Chief Engineer of the concerned Project and</p>	It is for GREF to consider or not being the executive function.	Clarification has already been issued by MO, PCDA(BR) New Delhi vide No.AT/BR/153/Medical/ Vol VI dated 15.09.2011 & 30.11.2011	The guidelines should be uploaded on web site.  Action- Main Office (AT/EDP Section)

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			<p>these cases need not to be referred to HQrs. DGBR for Sanction.</p> <p><u>Remark:</u> Main office has given clarification vide No. AT/BR/153/Med/AR-Vol-VI dt. 30/11/2011 that reimbursement of bill in patients who have taken treatment in emergency “ first reporting to MI Room/PHC/Govt. Hospital and then referred to private hospital (non recognized hospital) need to be sanctioned by Chief Engineer of the concerned Project and need not to referred HQrs. DGBR for sanction.</p> <p>This clarification is fraught with certain doubts. Firstly item 60 of BRDB letter No. BRBD/04/696/ 2007/BEA/21801/PC/DGBR dt. 27/11/07 envisage power of Chief Engineer in emergent cases upto20,000/-only. This office has not laid hands on any order authorizing Chief Engineer to sanction medical reimbursement claim in emergent case exceeding Rs. 20,000/-. Secondly this is not clear how MI Room/PHC/Govt. hospital medical authorities can refer patient to any of the private hospital in violation of the medical treatment GOI Decisions No.03 CS(MA) rules. Ibid clarification of Main office on the subject may please be reviewed.</p>			

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12.	AO 35 BRTF	1.	Blank muster roll form No. BRDB 19-'A' are being held by TF/RCC without any control thereby leaving chances of manipulation back dated / post dated preparation. It is suggested that muster roll forms be got controlled from audit office (AO TF) like MB / USR Book which will arrest malpractices, if any.	Provision of control of MB's and USR does exist but there is no provision of controlling Muster Roll Forms with the Account Section.	Agreed with JCDA (BR) Chandigarh.	Status quo to be maintained
	AO 35 BRTF	2.	It is once again requested that construction accounts be maintained by executive authorities rather by AO office, with the justification that under computer generated work task forces have no problem in preparing the same. However, it is to be verified/vetted by AO Task Force with reference to abstract of receipt and charges and IAF-823 MES/MER.	Policy matter No comment.	The onus of responsibility for maintenance of Construction Accounts in respect of all the Jobs rests with Accounts Office. However, executive authority are also maintaining Construction Account for their monitoring but it is a unclassified subsidiary documents only which is not a auditable document.	Status quo to be maintained
	AO 35 BRTF	3.	BRO is debited by Railways on exchange of Railway warrant and the same is forwarded to PCA (Fys) kolkata for reimbursement. However subsequently on cancellation of move. Local railway authorizes issue a computerized cancellation ticket giving reference to the railway warrant and old ticket number. During local audit objection is raised against unit for non receipt of credit from railways against cancelled warrant.	It is as per requirement of the specific orders on the subject and required to be discussed during CTC, to settle the objection. But in the era of computerization there is no harm in settlement of such objections on production of	Based on computerized cancelled ticket, the audit objection may be settled.	SOC may be submitted Action -35 BRTF

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			<p>Units write to Commercial Manager Railways for affording credit to BRO against cancelled Railway Warrant, but no reply is received even after repeated reminders.</p> <p>Since cancellation is carried computerized giving reference to the railway warrant and old ticket number. AO 35 TF is of the view that credit must be afforded to BRO centrally. However this needs to be clarified whether objection can be settled on verification of cancellation ticket received from railways against cancelled warrant or on formal intimation from Commercial Manager Railways.</p>	cancellation of ticket.		
13.	AO 760 BRTF	1.	<p><u>Issue of Govt. Stores to Contractor Under Schedule B in BRO:</u></p> <p>DGBR as head of this huge organization i.e. BRO executes MOU every year with the 3 Oil PSU's for supply of POL/FOL/MS/Bitumen for use in the organization. Out of these items Bitumen is procured for topping up/resurfacing in the hundreds of contracts concluded/in progress for topping up/resurfacing works. In all the contracts concluded by BRO at various levels, Bitumen is provided to the contractor through Schedule B on USR in conformity with the orders governing execution of contracts i.e. IAFZ-2249 &amp; RMES. Prior to 2008-09, these POL items used to be procured centrally by HQ DGBR for the</p>	<p>Roads through BRO are made for strategic requirement of Defence and population living in Border Area as per policy of the Govt. of India for remotely located areas under the dad to worst climatic conditions, where the transportation of bitumen becomes inevitable.</p> <p>Moreover bitumen procured by the BRO is not used in the works through contracts, but also in the works carried</p>	Agreed with JCDA (BR) Chandigarh.	<p>SOC to be submitted to Main Office with Concrete cases for examination.</p> <p>Action; 760 BRTF</p>

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			<p>organization as whole. But from 2009-10, procurement of POL items has been decentralized &amp; now Task Force Commander since 2009-10 when the procedure of procurement was decentralized.</p> <p>1. 2009-10 2036MT  2. 2010-11 3300 MT(1000 in March 2011 only)  3. 2011-12 4078 MT</p> <p>Before going through the merits &amp; demerits of the policy of issue of Bitumen to Contractors under Sch-B on USR, the procedure followed by the BRO subsequent to the placement of supply orders on the PSU' s for these items needs to be elucidated in detail.</p> <p>Bitumen is procured in bulk every year in anticipation of requirement on the ongoing as well as New contacts. Hence the demerit starts from the word go as huge amount of Govt. money gets unnecessary blocked indefinitely for no visible gain. This procurement aspect mostly gets misused also as the executive authorities resorts to bulk purchase of this commodity during the fag end of the financial year just to avoid the possibility of surrender of funds. Further a large no. of men &amp; material are required for procurement process, accounting, storage &amp; maintenance/upkeep and also security of this huge quantity of Bitumen.</p>	<p>out by the department for surfacing, resurfacing and maintenance of roads for part of targets assigned to them.</p> <p>It will require change of policy for which PCDA (BR) may like to take up the matter with the higher authority (GOI). So far the case of Loss is concerned AO may be asked to substantiate the loss through IAR.</p>		



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			<p>BRO Currently procures packed Bitumen and Bitumen for bulk supply i.e. through Boozers, the rate of packed bitumen being higher, which BRO is compelled to procure because of lack of storage capacity. However, in case contractors have arrangements for storages capacity at their own cost.</p> <p>It may be pertinent to add here that issuing of Bitumen to contractors as Schedule 'B' store on USR has been stopped/ banned since long back in MES.</p> <p>In this connection, a sample survey of 2 of the oldest ongoing contacts in respect of HQ 760 BRTF has been carried out to buttress the aforesaid claim. The scrutiny of these two contracts vis-à-vis the Bitumen component issued/ used and difference therein is given as Annexure 'A' &amp; 'B' the thorough examination has thrown up startling revelations, In contact No. 38/2008-09 the Govt. has already lost Rs. 37.57 Lakh (Approx.) till date only on difference in rate at which Bitumen procured by the Deptt. Given to contractor as Sch-B and Rs.19.73 Lakh is the net loss on this account in contact bearing No. 39//2008-09. (detailed as Annexure 'A')</p> <p>In view of the aforesaid it is strongly felt that procurement of Bitumen should only be resorted to far departmental works and there</p>			

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			should be blanket ban on procurement of bitumen for issue as Sch-B stores to contracts.																					
	AO 760 BRTF	2.	<p><u>Anomalies in Local purchase of Cat 'A' &amp; 'B' Stores:</u>  The following powers for local purchases of Cat 'B' stores have been laid down in GOI BRDB letter dated 27/11/2007.</p> <table border="0" data-bbox="464 568 993 763"> <tr> <td></td> <td style="text-align: center;">Const. store</td> <td style="text-align: center;">Other</td> </tr> <tr> <td>Cat 'B'</td> <td style="text-align: center;">Cat 'A' stores</td> <td></td> </tr> <tr> <td>Chief Engineer - Full powers</td> <td style="text-align: center;">5</td> <td></td> </tr> <tr> <td>lac</td> <td style="text-align: center;">2 lac</td> <td></td> </tr> <tr> <td>Commander TF - 1 Lac</td> <td style="text-align: center;">2</td> <td></td> </tr> <tr> <td>Lac</td> <td style="text-align: center;">50000</td> <td></td> </tr> </table> <p>However as per Para 12.6 (chapter 12) of IFA (BR) Manual, the powers of local purchase are to be determined w.r. to the value of each article and number of similar items purchased at the same time &amp; not with reference to the total cost of all the items purchased at the time. The issue stands further emphasized in Para 913 of BR Regulations wherein it is categorically laid down that Powers delegated will be determined w. r. to the value of each article &amp; not with reference to the total cost of all the items purchased at the time. Similarly the term "each occasion" used in Para 904A of BR Regulations for procurement of Cat' A' Spares/Stores is also ambiguous. Further it is stated that one supply order may be issued</p>		Const. store	Other	Cat 'B'	Cat 'A' stores		Chief Engineer - Full powers	5		lac	2 lac		Commander TF - 1 Lac	2		Lac	50000		Needs to be elaborated by the AO concerned being the contradictory statement in the agenda point, moreover procurement under enhanced delegation of power vide GOI letter of 27/11/2007 are self explanatory and all relevant paragraphs quoted by the AO Viz.913,904 stand amended vide note 7 of the GOI letter Dt. 27/11/2007.	Agreed with JCDA BR Chandigarh	Status quo to be maintained
	Const. store	Other																						
Cat 'B'	Cat 'A' stores																							
Chief Engineer - Full powers	5																							
lac	2 lac																							
Commander TF - 1 Lac	2																							
Lac	50000																							

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			<p>for a group of dissimilar items though the total value of the supply order may exceed the direct purchase powers of authority issuing the orders and only a certificate that the items are dissimilar is required to be endorsed on the supply order. These provisions in both BR Regulations &amp; IFA (BR) Manual have apparently been incorporated therein based on the provisions as contained in FR Pt.-I Vol-I ( note I &amp; II below Rule 147) but in the ibid Notes there is no ambiguity &amp; no room for any mischief as the dos &amp; don'ts have been spelt out categorically.</p> <p>The aforesaid orders are being abused &amp; misused systematically &amp; SOs are routinely being issued by the various lower CFAs for sum in excess of their delegated powers in accordance with the ibid stipulations with excess of per item and per occasion on one hand and similar /dissimilar item on the other. This point needs to be highlighted &amp; deliberated upon at the highest level so that this clause is further clarified by detailing the term, per item per occasion, similar item and dissimilar item used in various Manuals and Regulations, Otherwise the day will not be far when any OC shall issue a supply order for an amount in excess of the powers of even a CE (P), As such the detailed clarifications with regard to term per item,</p>			

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			<p>per occasion, similar item dissimilar item used in both IFA (BR) Manuals as well as BR Regulations need to be issued immediately as brought out above so that the loopholes in these orders get plugged &amp; rampant misuse of the “similar/dissimilar” Jargon is stopped forthwith &amp; the total amount of the transaction becomes the basis of determining the correct CFA for issuing of an supply order.</p>			
14.	AO 32 BRTF	01.	<p><u>Non-maintenance of Service books on ATC-4 GREF Officers/Personnel:</u> It has been observed that most of service documents in respect GREF officers/personnel are not prepared/maintained in accordance with the provisions contained in the FR, SR &amp; GFR as the so called service books of the GREF personnel contained Ghost sheets/loose sheets only. Which is not acceptable from audit point of view as all the casualty in the entire service of the Govt. servant published through DO Pt-II orders are mandatory to be recorded in the service books of the Govt. servants GREF authorities always contend that since these service documents containing Ghost sheets have been audited by their previous Accounts office (P/TF) without any such observations, therefore it is not feasible for them to prepare/maintain the service documents on ATC-4 at this stage, keeping in</p>	Required to be discussed and referred to DGBR for issue of detailed instructions for maintenance of Service book.	The service book needs to be maintained on ATC-4 however, statement of case may be prepared and forwarded to Main Office for examination.	<p>Matter may be taken up with HQ DGBR BY Main Office</p> <p>Action- Main Office (Pay Tech)</p>

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			view the provisions contained in Rule 83 of FR Pt-II & instructions issued by Main office vide letter No.AT/II/BR/154/S. Books dt.13/12/2002, subject matter needs to be taken up with HQ DGBR by the Main office so that fresh guidelines on maintenance of service documents of GREF officers/ personnel's in accordance with the provisions contained in the FR SR and GFR are issued by HQ DGBR to all Projects/TF' s.			
	AO 32 BRTF	02.	<p><u>Applicability of Mid-fixation of restricted holidays (RHS) between casual leave to DAD officers/Staff:</u></p> <p>As per Govt. of India Decision No. 2(H.I. MHA, OM NO20/37/60-Pub I dated 7<sup>th</sup> October 1960) under Rule 22 of FR SR Pt-II restricted holiday can be prefixed or suffixed to regular leave or casual leave" Main office vide its letter NO AT/BR//Leave dt 08/03/2006 has clarified that RH' s can be mid-fixed between CL in respect of GREF officers/personnel as per clarification given in DOPT NOTING DT. 20/05/2002. In this context, a doubt has arisen as to whether mid-fixation of restricted holidays (RH's) between casual leave is also admissible to DAD officers/staff or otherwise. If so, how it can be ensured in the absence of the clarificatory orders of CGDA New Delhi that DAD officers/staff will also be allowed to mid-fix their RH' s between CL by other</p>	Since main office has clarified in light of DOPT NOTING dt.20/05/2002, these orders can be applied in case of DAD staff/officer.	Based on clarification issued by Main Office, Restricted Holidays can be mid fixed with Casual Leave.	Point discussed and dropped.

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			PCsDA /CsDA on their transfers to other Commands.												
	AO 32 BRTF	03.	<u>Applicability of commencement &amp; termination of leave at Jammu to DAD officers/staff:</u> Serving in Kashmir valley under project Beacon.	Matter of discussion at higher level.	It is a major policy decision beyond the purview of this office. However, a statement of case may be prepared with relevant orders and submitted to Main Office for examination.	Not recommended. Status quo should be maintained,									
	AO 32 BRTF	04.	<u>Shortage of staff in AO Task Force:</u> At present AO 32TF has been provided with 03 (three) staff (Sr Adr-01, Adr-01 & Clk-01) against the authorized strength of 08 Auditors. This office feels that 03 staff personnel are not adequate to handle the entire work of the office. Even sitting late hours in office as well as opening of office on holidays has not proved sufficient to clear the back log, as the deficiency of staff has been resulting delay in timely submission/rendition of reports/returns, expeditious clearance of dak/bills & audit of HQ 32 BRTF & allied units. This office feels that the No. of units & their platoons are comparatively much more than any other task force, whereas the No. of posting strength of DAD staff is almost same with that of another AO TF. Moreover with the passage of time, the work load has been increased in DAD offices. As such Main	Administrative matter	The matter will be taken care of in the next rotational transfer proposal. Present authorized / posted is as under: <table style="margin-left: 40px;"> <tr> <td></td> <td>A</td> <td>P</td> </tr> <tr> <td>AAO</td> <td>01</td> <td>01</td> </tr> <tr> <td>Adr</td> <td>06</td> <td>03</td> </tr> </table>		A	P	AAO	01	01	Adr	06	03	Noted and will be posted as soon as possible.  Action: Main Office (AN – I)
	A	P													
AAO	01	01													
Adr	06	03													

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			office is requested to consider posting of at least 02 Auditors in AO office for smooth functioning of the office.			
	AO 32 BRTF	05.	<p><u>Quarterly Conference of ACDA's/SAO's/AO's (Projects/Task Forces):</u>            In order to have a proper interaction/discussion over the practice being followed, provisions contained in various rules/regulations/DPM-2009, instructions issued by PCDA (BR) Delhi/JCDA (BR) Chandigarh, need is felt that there should be a conference (at least for 2 days) on quarterly basis between different rules/orders/instructions. For example, quarterly conference between ACDA's/SAO's/AO's (project/Task Forces of Himank, Beacon &amp; Sampark) can be held in the office of ACDA (P) Sampark or AO (P) Beacon.</p>	Practice prevailing in different AO's (P)/TF can be ascertained through correspondence giving the point of doubt through the o/o the JCDA (BR) Chandigarh.	Agreed in principle.	AO (P) should call for TF's AOs once in a quarter. Instructions to be issued by Main Office.  Action: AN-I (Main Office)
	AO 32 BRTF	06.	<p><u>Misinterpretation in exercising of financial power for procurement of Cat-A spares on the pattern of Cat-B stores:</u>            Financial powers have been delegated to various CFAs as per Srl no.34 of Annexure-I to Govt. letter No BRDB/04/696/2007/BEA/21801/PC/DGBR/TPC dated 27/11/2007 amended vide No BRDB/0/696/2007/BEA dt. 4<sup>TH</sup> Mar 2011 (which is silent on the aspect relating to each</p>	Already pointed in agenda point at Sl. No. 1 of AO (P) Himank	We may advise HQ. DGBR to refer the issue to BRDB for clarification. Till receipt of clarification from BRDB we should restrict to the power delegated vide BRDB letter No. even dated 27.11.2007	SOC may be submitted by AO (P) Himank to main office.  Action: - AO (P) Himank

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			<p>occasion) are being exercised on a clear principle viz with reference to the value of each article and a number of similar articles purchased at the same time and not with reference to the total cost of all items purchased at the time. (In this context, the provisions contained in Para 12.6 (chapter-12) of IFA (BR) Manual refer also). Whereas the financial powers for procurement of Cat-A spares as per Srl-25 of Govt. ibid letter are being exercised by the GREF authorities on the same principal under the cover of each occasion on the plea that they are empowered as per Para 913 of BR Regulations that the powers of local purchase laid down I Para's 904, 905, 907, 911 and 917 will be determined with reference to the value of each article and a number of similar articles purchased at the same time and not with reference to the total cost of all the items purchased at the time. One supply order may be issued for a group of dissimilar items though the total value of the supply order may exceed the direct purchase powers of the authority issuing the order. If the value of each such item in the order is within his powers. In such case, A certificate that the items are dissimilar will be endorsed on the supply order.</p> <p>AO office is of the view that the total value of a supply order of Cat-A stores/spares</p>			



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			<p>required for one Vehicles/Plant/Equipment should be treated as an occasion and the CFA to be determined on the total value of that occasion (and not with the reference to the value of each Cat-A stores/spare, required for that Vehicle/Plant/Equipment for better implementation of the provisions contained in Para 904 of BR Regulation, which clearly stipulates that No stores under this category shall be purchased locally. In cases of emergency, However, spares for category A stores may be purchased locally as per the delegations, whereas the Cat-A stores/spares are being procured by the executive authorities in a normal/ routine manner by taking the advantage of the provisions of Para 913 of BR Regulations. As such subject matter being not free from doubts needs to be resolved in consultation with IFA (BR) Delhi &amp; CGDA New Delhi to avoid any ambiguity at a later stage.</p>			
15.	AO (P) Beacon	01.	<p><u>Holding of plant and Machinery beyond the limit of authorization:</u> According to Annexure-II to BRDB New Delhi letter No. BRDB/06/132/GE-I dt.19/12/2007 only eight number Vehicle/ Equipments are authorised to a RCC and 22 number of Vehicle/ Equipment are authorized for one surface Platoon (SPL) where it has been seen in audit that these RCC' s including SPL are holding of</p>	<p>Work load of each RCC has been enhanced many fold, but the authorization of Plant/ Equip/vehicle have never been revised. The same needs to be revised by BRDB/ DGBR.</p>	<p>Concrete cases may please be highlighted to take up the issue with HQ. DGBR</p>	<p>No action Status quo to be maintained.</p>

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			vehicles and Equipments in the range of 150 to 200. Thus, holding of Vehicle/Equipment is centrally being done at DGBR Headquarters level as such it is requested that matter may kindly be taken up with higher-ups to revise the existing PE for Vehicle/Equipments for the RCC' s and SPL' s depending upon the manpower strength and quantum of work-load handle by them.			
	AO (P) Beacon	02.	<u>Job wise maintenance of Store Ledgers:</u> It has been decided to adopt the system of making Job wise allocation of funds from the financial year 2007-08. Therefore it would be in interest of the state to maintain store ledgers job wise also and present system of consolidated accounting should be dispensed with. This will facilitate transfer of surplus stores from one job to another job quite easily and will also be according to the laid down accounting norms. In case it is not possible to maintain job wise account sheets for all items at least for major stores viz. Cement, Bitumen, Steel etc. should be maintained job wise. The proposal may please be examined and taken with the HQ DGBR for implementation.	Agreed, the procedure is being adopted on MES side for project stores.	Considering the criticality of accounting of stores and no. of jobs handled by each task force, the jobwise maintenance of stores ledger is not feasible.	SOC may be initiated by AO(P) Beacon and AO 13 TF  Action: AO(P) Beacon & AO 13 BRTF
	AO (P) Beacon	03.	<u>Recovery of rent of furniture Charges:</u> Recovery on account of rent of furniture issued to married accommodation at Srinagar is to be effected as per provision contained in Para-699 to 701 of MESR and the directions	AO (P) Beacon may be asked to pursue the case through IAR.	Agreed with the remarks of JCDA (BR) Chandigarh.	Feasibility to be explored.  Action: AO (P) Beacon

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			<p>issued by Main Office vide letter No.W/Cell/1108/AA dt. 06/12/2006.</p> <p>In this connection, it is pointed out that no such recovery is being made from the occupants of building to whom the furniture has been issued despite repeated requests in this regard.</p>			
	AO (P) Beacon	04.	<p><u>Procurement of steel from SAIL:</u> It has been seen that the GREF authorities are procuring the steel for their requirement from the SAIL only but the delivery of stores is hardly made in time by the Steel Authority of India Ltd and in almost in all the cases the extension of time for delivery of stores is sought and by the time the original period of delivery is expired, the rates of steel are revised towards higher side and while seeking the extension of time the SAIL is giving their revised rates and insist on making the payment on the revised rates as a result of which the department is liable to make extra payment due to revision of rates/ non supply of steel in time. Since the supply of steel is not made by the SAIL due to their own failure, hence the extra payment due to the revision of rates is not in order. In this connection the issue is raised with the CE (P) Beacon but SAIL is not ready to supply the steel as per the rates given in the original supply order and per force the amendment to the supply order is issued. Hence the point is</p>	Executive functions, DAD have no authority in the subject of such matters.	Executive Authorities may be advised to procure steel from secondary producers also as per guidelines issued by Hqrs DGBR letter No.51152/Steel/DGBR/120/E3ES dated 24.03.2004. There is no MOU between SAIL and BRO & so the LD Clause mentioned in the Supply Order may be invoked while granting extension of time for delivery.	Point to be referred to Main Office  Action AO (P) Beacon.

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
			<p>required to be examined at higher level and necessary guidelines be issued on the issue.</p> <p>It may further be mentioned that as per the policy guide lines issued by the DGBR vide their letter no.51152/steel/DGBR/120/E3ES dated 24 March 2004, the steel can be procured from the secondary producers as per the specifications laid down therein and eight manufacturers of steel have also been approved for procurement of steel in case difficulty is felt to obtain the steel from SAIL but still no option is exercised, in spite of the fact that there may be unlimited delay on the part of SAIL to supply the steel besides costing more and effecting completion of the work.</p>			
	AO (P) Beacon	05.	<p><u>Clearance of proposal in IFA System:</u> With the introduction of IFA System in the Border Roads organization, all proposals on account of procurement of stores are required to be routed/ vetted by the IFA' s attached with the Border Road Organizations in the shape of AO TF/AO (Projects). It has however been observed from the case files being received from the HQ CE (P) Beacon that proposals of procurement are being sent to the AO (P) at the final stage i.e. at the stage of vetting of Supply orders and the acceptance of necessity is being approved by the CFA on file without the consultation of</p>	Point included earlier by the AO (P) Himank in point no. 3.	Status quo needs to be maintained. However while vetting of supply order & according financial concurrence on contracts the relevant provisions of TS, list of registered vendors & demands may be scrutinized.	<p>Action may be taken as per IFA Manual. Matter may be taken with HQs DGBR. SOC may be prepared by AO (P) Beacon and submitted to main office PCDA(BR).</p> <p>Action : AO(P) Beacon</p>

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			<p>the IFA and selection of vendors is also made by the executives at their convenience. Whereas as per the instructions issued vide CGDA (IFA wing) circular no. 06 dated 6<sup>th</sup> May 2011 circulated under PCDA (BR) no. Insp/129/AOS Vol II dated 9.06.2011 all proposals should be submitted from the initial state i.e. from the stage of acceptance of Acceptance of Necessity. Because of receipt of the proposal at the stage of supply order vetting, the finance has very limited scope to offer the valuable comments on the proposal hence suitable instructions are required to be issued to the Task Force Commanders/CE (P) to process the case to IFA from the initial stage.</p>			
	AO (P) Beacon	06.	<p><u>Procurement of Cement against DGS&amp; D Rate Contract:</u> As per the procedure in vogue, the Indents on account of procurement of cement are placed on the DG &amp; D rate contracts and the payment against the orders is made by the CCA (S) (DAD Cells) centrally on behalf of the indenter, however the DGS&amp;D vide letter no.160001/1/2011-P&amp;C-1 dated 23.8.2011 (circular no.10 dated 23.6.2011 has issued the instruction that from 1.1.2012 the present system of payment by the CCA(S) would discontinue and henceforth all the DDO' s would have to deposit the cost of stores including the necessary departmental charges</p>	May be discussed during CTC, to bring out the uniformity on lines as in case of IOC payment by the concerned AO of Task Forces.	The procedure for procurement of Cement against DGS&D Rate Contract has been elaborated in Main Office letter No.S/702/Cement dated 13.01.2012. The handling charges Ex-works may be made on cash payment basis upto 30.06.2012.	Detailed modalities are being worked out at HQrs DGBR in the Grey areas for procurement of cement against DGS&D

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
			<p>along with their indent.</p> <p>In this connection it is mentioned that the new system of payment has been devised by the DGS&amp;D to avoid the operation of suspense account system by the CCA(S), it is however stated that as the payment relating to the Defence organizations no suspense Account system is operated by the CCA(S), hence it is for consideration if the revised procedure of remitting the cost of the cement along with the indents by the DDO' s as brought out by the DGS&amp;D in their ibid circular would be applicable to Border Road Organisation or not, the case is thus therefore required to be examined by the HQrs Office and suitable instructions issued in this regard.</p>			
	AO (P) Beacon	07.	<p><u>Administrative Point:- Sanction of leave AO Task Force:</u></p> <p>As per the delegation of powers, the leave in respect of the AO Task Forces are sanctioned by the JCDA (BR) Chandigarh but no intimation of sanction of leave in favour of the AOs is sent to the AO (P), in absence of which ACDA/DCDA in charge AO (P) are not aware as to when the AOs are proceeding to and rejoining from leave. AO (P) being the reporting officer in the case of APAR' s hence it is proposed that the communications sanctioning the leave in favour of AO Task Force should also be sent to the AO (P) concerned for information.</p>	Needs to be intimated by JCDA (BR) Chd and also by the AO TF at time of applying for leave.	Agreed with JCDA (BR) Chandigarh.	<p>CL can be sanctioned by AO(P) and view will be taken out by Main Office regarding EL</p> <p>Action-Main Office (AN-I)</p>

S No	AO(P) / AO TF	Agenda Points	Points in Details	Comments of JCDA(BR) CHD	Comments of Main Office	Decision arrived at CTC Meeting on 22-23 March 2012 at AO(P) Sampark
16.	AO 753 BRTF	01.	<u>Prioritization of Training:</u> Stress should be given on accounting methodology and regularity/Performance audit. Training is an important aspect in right way and implements the laid down rule/regulations correctly. Hence it is strongly recommended that the training should be imparted on regular intervals so that the team is trained enough to give stress on accounting methodology and regularity/performance in audit. It is also requested training should be arranged at LEH.	Every time this point is discussed with schedule of training. Prioritization of training is already on top of the agenda.	Every effort is taken while formulating the training calendar to accommodate various topics dealt with in Border Roads & the training calendar is spread throughout the financial year.	Training calendar has been issued by Main Office on necessary Topics vide AN/I/526/In house/12 Dated 03/04/2012
	AO 753 BRTF	02.	<u>Audit of Unit:</u> Three tier audit is an important aspect in day to day audit, which will improve quality of work & performance in audit.	Point already taken with the agenda point of AO (P) Chetak.	Due to shortage of Officers present two tier system of Internal Audit should continue.	Status quo should be maintained.
	AO 753 BRTF	03.	<u>Shortage of staff:</u> In this regard it is submitted that three auditors are posted here against the authorized strength of six, therefore ultimately suffers the quality of work.	Referred to point no. 5 of AO (p) Himank.	The matter will be taken care of in the next rotational transfer proposal. Present authorized / posted is as under: A P AAO 01 01 Adr 07 03	Noted and will be posted as soon as possible.  Action: Main Office (AN-I)

**AGENDA POINT FOR FORTHCOMING CTC MEETING FOR O/O PAO (GREF) PUNE**

Sl. No.	Agenda point in brief	Point in detail	Comments Of Main Office	Decision arrived at CTC Meeting on 22-23 March at AO(P) Sampark
1.	Shortage of Sr. Auditors/Auditors/Clerks	The posted strength of Sr Auditors/Auditors/Clerks in this office is 55 as against an authorized strength of 99. Thus the percentage of deficiency in the above grades is 55.55%. Considering the quantum of work involved on implementation of Monthly Pay System and release of credit balance, the staff strength is not adequate. Hence, the deficiency in the grade may be filled up by posting sufficient staff.	Considering the overall shortage of staff in the organization, the burden of deficiency needs to be borne by the sub-offices too. SSC(WR), Mumbai has been requested to forward fresh dossiers so that the shortage of staff can be brought down to a great extent. Present authorized / posted is as under: A P Adr 110 64 (includes 10 DEOs)	Point was not discussed as no representative of PAO (GREF) has attended the CTC Meeting.
2.	Deficiency in the grade of AAOs	This office is authorized 22 AAOs against which only 13 AAOs and 2 SAS (Apprentices) are presently posted. One AAO has recently been posted out to RTC, Pune, without any reliever. Moreover, out of the above 13 AAOs stands transferred out on promotion and is yet to be relieved. Hence the net deficiency in the grade is 8. Deficiency in supervisory grade is affecting the works relating to implementation of Monthly pay System and release of credit balance. Main Office is requested to take up the matter with HQrs Office to make up the deficiency in the grade.	The matter will be taken care of in the next rotational transfer proposal. Present authorized / posted is as under: A P AAO 22 14	Point was not discussed as no representative of PAO (GREF) has attended the CTC Meeting.
3.	Requirement of Cobol Programmers	The nature of work of EDP Centre of this office is unique. It is requested to post 2 EDP programmers having thorough knowledge of COBOL for smooth functioning of this office.	Sanction for outsourcing of 2 Cobol Programmers till December 2011 was accorded vide Main Office letter No.EDP/663/MPS/GREF/III dated 09.08.2011. Further, as there is an overall deficiency of Cobol Programmers in DAD, it has been intimated vide Main Office letter no.	Point was not discussed as no representative of PAO (GREF) has attended the CTC Meeting.



Sl. No.	Agenda point in brief	Point in detail	Comments Of Main Office	Decision arrived at CTC Meeting on 22-23 March at AO(P) Sampark
			EDP/663/MPS/GREF/III dated 04.01.2012 to explore the possibilities of further outsourcing. Reply awaited from PAO (GREF).	
4.	Development of GREF Pay System on PHP	An additional officer at the level of AaO/AO/SAO may be posted for supervising/overseeing and giving the required inputs to team being outsourced for development of GREF Pay System on PHP.	As project SKYLARK will be launched w.e.f. June 2012, the additional requirement of SAO/AO/AAO is not felt necessary as the pay system on PHP has been stalled for the present.	Point was not discussed as no representative of PAO (GREF) has attended the CTC Meeting.
5	Booking of Pay and allowances	This office has been receiving a lot of communications from AO CE(P)/TF regarding non-adjustment of Pay and allces of GREF Officers & personnel on the plea that some individuals /unit has moved out from their jurisdiction, without raising TBO against the AO CE(P)/TF to which the individual/unit moved or attached. SAO account to be adjusted by raising TBO.	On receipt of QSA from PAO (GREF), it is the duty of the concerned CE(P)/ Commander TF to verify the QSA to find out the number of Transfer Out Cases for which QSA has been received. Thereafter the TBO needs to be raised providing relevant details for final adjustment. AOs(P) / AOs TF while adjusting the QSA must ensure that the amount of QSA received have been fully adjusted by means of direct booking or through raising of TBO.	Point was not discussed as no representative of PAO (GREF) has attended the CTC Meeting.

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Open House Discussion

Sl. No.	Name of Office	Points of discussion	Decisions arrived at
01.	AO 16 BRTF	AO 16 BRTF has requested that compendium of rules in Border Roads may be put on the Web Site of PCDA (BR)	Chairman agreed that the same will be put on to Web Site at the earliest.  Action: Main Office (EDP)
02.	AO 759 BRTF	AO 759 BRTF has discussed on the issue of leave of GREF Personnel and sought some clarification.	It has been decided that SOC to be submitted to Main Office for Clarification from BRDB.  Action: AO 759 BRTF
03.	AO 38 BRTF	AO 38 BRTF has discussed the issue of supply of photocopy of service book of DAD Staff.	Agreed and this will be supplied in due course.  Action: Main Office (AN-III)
04	AO 13 BRTF	AO 13 BRTF has discussed the issue of a TA/DA claim in respect of Commander 13 TF for Commander and sanctions of CPL in Workshop and Supply Units.	SOC for both the cases will be submitted to Main Office for further examination.  Action: AO 13 BRTF

