

Pr. Controller of Defence Accounts (Border Roads)

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No. EDP/ 601/FINCOM/PM

Date: 17/09/2013

To

The Officer In-charge
JCDA (BR)
Sector - 48C
Chandigarh

Subject: Wrong Booking of PM data in Monthly Compilation: 08/2013

It has been observed that the PM data for the month of 08/2013 submitted by your office for inclusion in Monthly Compilation has inadvertently been included the data for the month of 07/2013 by EDPS resulting in double compilation of PM data of 07/2013 in r/o of your office and sub-offices under audit jurisdiction of your office.

Therefore, it is requested that the necessary rectification through TE by contra debiting/crediting the head in r/o Sectional Compilation for the month of August 2013 which has already been forwarded vide this office letter no. EDP/601/FINCOM/PM/08/2013 date: 04/09/2013 may be carried out under intimation to Account Section of this office. It is further advised that a **separate TE may be operated in Sept 2013** so as to rectify the double booking of transaction pertaining to July 2013 without disturbing the normal PM for the month of September, 2013. It may also be ensured that all AO (TF)/AO(P) under audit jurisdiction of your office may exercise the above process. Therefore, it is requested that all AO TF/AO(P) may please be instructed accordingly.

Further, it is intimated that data for the month of August 2013 submitted to this office will be included in the compilation month of September 2013 at the main office level.

It is also requested that PM data for the month of September and onward may please be submitted to this office well in advance to avoid such repetition of error. A weekly PM data may also be submitted to this office as per following schedule:

Month	1 st Week	2 nd Week	3 rd Week	4 th Week	5 th Week/ Monthly
Sep.2013	06/09/2013	13/09/2013	20/09/2013	27/09/2013	30/09/2013
Proposed dates	05/09/2013	12/09/2013	19/09/2013	26/09/2013	27/09/2013
Oct. 2013	11/10/2013	18/10/2013	25/10/2013	31/10/2013	31/10/2013
Proposed dates	10/10/2013	17/10/2013	24/10/2013	30/10/2013	30/10/2013
Nov. 2013	08/11/2013	15/11/2013	22/11/2013	29/11/2013	29/11/2013
Proposed date	07/11/2013	15/11/2013	21/11/2013	28/11/2013	28/11/2013
Dec. 2013	06/12/2013	13/12/2013	20/12/2013	27/12/2013	31/12/2013
Proposed dates	05/12/2013	12/12/2013	19/12/2013	26/12/2013	30/12/2013

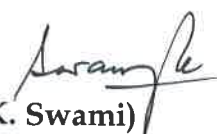
Note-1. Weekly/Monthly data of PM should be reached to this office on the above prescribed date by 1:00 PM.

Note-2. Daily PM data is also required to be submitted to HQrs Office (on due course) on the next working day latest by 10:30AM. It is therefore advised that daily PM data of sub-offices should be reached to this office in the next working day latest by 10 AM.

Note-3. The dates for period for January to March 2014 will be intimated later.

Note-4. PM receipt date at DDP Centre may be decided at your end.

This has the approval of PCDA (BR).



(K. Swami)

Accounts Officer (EDP)

Copy to

1.	All AO Task Force under JCDA(BR), Chandigarh (As per distribution list)	For information and necessary action w.r.t. Para 2 above. A copy of TE may invariably be endorsed to Account Section of this office.
2.	Account Section (Local)	For information and necessary action please.

3.	PAO (GREF), Pune	Please ensure the timely submission of daily/weekly/monthly PM data to EDP Centre of this office as mentioned in Para 4 above.
4.	CDA (BR), Guwahati	


(K. Swami)
Accounts Officer (EDP)