

Office Of the Principal Controller of Defence Accounts(BR)

SEEMA SADAK BHAWAN RING ROAD, NARIANA DELHI CANTT.-110010

File No. Works Cell/1130/CTC 2015

Dated: 06/07/2015

To,

The AOs(P)/AOs Task Force

C/o 56/99 APO

(As per standard list)

Subject: Power Point Presentation by Sub-offices.

During monthly monitoring, it was observed by PCDA(BR) that state of affairs of sub-offices as observed through various reports and returns is not very encouraging . To ensure proper monitoring of Sub offices works, it has been decided by the Competent Authority that all AOs (P) / TFs shall prepare a presentation on the following points showing present state of affairs of their offices.

1. Role and duties of respective sub-office.
2. DID Schedule position
3. Adjustment of CP Vouchers
4. Outstanding Pay and Allowances as on June'2015 (Year wise breakup and balance available as per TS Provisions)
5. Adjustment of Usage Rates/ Capitation Rates/PBD Vouchers
6. Risk and Cost Contracts in terms of this office letter No AT/BR/Misc Corr dated 21/07/2014 and Work Cell/1127/DGBR /Misc dated 10/12/2014
7. Details of IRMD and SRMD jobs remaining unsanctioned
8. Position of CR Pt "A" and "B" and RAE in terms of this office letter No Work Cell/1131/Order File dated 15/1/2015
9. Status of TBO's and reasons for outstanding (IN/OUT) along with action taken report.
10. MFAI Points rendered during last three years
11. Financial Advice rendered during last three years and action taken on them by the executives.

12. Position of outstanding Inspection/Super Review /internal Audit (Part A, B and C)/ Test audit points with oldest date and reasons for outstanding.
13. Practice being followed in procurement of cement, E-procurement policy - implementation of IFA System circular No Circular No 110 Dated 21st Mar'2013 (W.Cell/1131/Order File dated 21/3/2015)
14. Position of AROB in terms of this office letter No A/II/257/AROB/Corrs dated 20/03/2015 and 21/04/2015.
15. Mode of payment of CPL Wages (through Bank Accounts or otherwise) and action taken to Pay CPL wages via Bank account.
16. Position of lapsed SSD/FDRs with reference to this office letter No W Cell/1133/SSD/FDRs/Vol-IV dt 22/06/2015.
17. Any other issue requiring the attention of PCDA (BR).

In view of the above it is desired that the Officer-in-Charge of all Project/Task Forces should prepare Power Point Presentation (one soft copy and one set of hard copy) on the above mentioned points in respect of their office, and submit soft copy to MO by 15/07/15.

Sandey

ACDA (Work Cell)

Copy to :

1	The CDA(BR) Udayan Vihar, Narangi, Guwahati-71	For information and necessary action please.
2	The JCDA(BR) Chandigarh Sector 48 C Chandigarh	
3	The O i/c EDP Section (Local)	For uploading on PCDA (BR) website please.

Sandey

ACDA (Work Cell)