

FDP

Office Of the Principal Controller of Defence Accounts(BR)
SEEMA SADAK BHAWAN RING ROAD, NARIANA DELHI CANTT.-110010

IMPORTANT CIRCULAR

W.Cell/1131/Order File

Dated

04' July'2014

To,

1. The HQrs DGBR
WP Directorate
(Local)
2. The HQrs DGBR
(E 5 Budget Section)
(Local)

Subject Review of MER : Revised format

The following shortcomings have been noticed in the preparation of MER by different Projects/ Task Forces. It is desired that the uniform performance has to be adopted in preparation of MER. ^{MER OF} for example 50 BRTF , 760 BRTF and 45 BRTF ~~format~~ enclosed ^{for perusal.}

- 1) Many taskforces don't mention AA letter no and date they only mention amount of AA without mention of AA date, it becomes difficult to analyze the Job mentioned in MER.(50 BRTF Copy enclosed).
- 2) Some taskforces doesn't mention the PDC of Job(Copy enclosed).
- 3) Further it is desired from our end that if TS No and date is also mentioned in Job, then it will help in better appreciation of job.
- 4) This office also propose the inclusion of physical progress and financial progress into MER as we get physical-financial mismatch support on Qtrly basis. Hence it becomes really difficult to link Job mentioned in MER to Job mentioned in Quarterly report.
- 5) Some task forces remain silent on status of CR-Part A/B Job wise(Copy enclosed).
- 6) Further it is also proposed to include actual date of physical completion of job into MER. So that further additional expenditure can't be booked into the job. As almost in all jobs expenditure booked crosses AA+10% amount which should be done as an exception nor as rule.
- 7) AA + 10 % window is given but in some cases TS is issued incorporating 10% tolerance limit and expenditure incurred is also 10% above the TS amount and the job stands at 121 % of the AA amount
- 8) As we get detailed MER after 2-3 months gap , hence to expedite the scrutiny of MER it is desired to send Soft copy of MER (excel sheet) by e-mail from

Task forces , as it will facilitate prompt accurate, precise analysis of MER by this office.

- 9) Further it has also has been observed that "REMARKS" Column are not completed with appropriate remarks (such as work in progress, work completed , CR "A" & "B" initiated/noted).

In view of the above, for better monitoring the Jobs at all levels , it is proposed that the following additional information may be incorporated in the MER on the format enclosed.

Revised format of MER may be disseminated at your end to respective CE(P)s / Cdrs TF for compliance.

- a. PDC of the Job
- b. Percentage of Physical progress achieved.
- c. Percentage of Financial Progress achieved.
- d. Date of Actual Completion of the Job (Physically)
- e. Date of initiation of CR "A" & "B"
- f. Total Expenditure including liabilities.

Proposed proforma is enclosed. Further suggestions for inclusion of other details in this regard is solicited .

- 10) A soft copy of the MER report should be sent by e-mail at "cda-br@nic.in"

Sandip
4/12
ACDA

Copy to:-

The CDA (BR) Guwahati Udyan Vihar, Narangi Guwahati-781171	For information and necessary action please.
The JCDA (BR) Chandigarh GREF Complex, Sector 48'C' Chandigarh	
All AO Projects/ Task Forces (As per standard list)	
The Officer In-charge EDP Section (Local)	For up-loading on PCDA(BR) Website.

Sandip
4/12
ACDA