

Through PCDA (CC) Web-site/E-mail

No. O&M/1237/Gen Targets/2016-17

Office of the PCDA (CC)

1, Cariappa Road

Lucknow Cantt- 226002

Dated: 19.02.2016

To,

1. All Sr. AOs/AOs, M. O.
2. All Sub-Offices under PCDA (CC)

Sub: Targets for the PCsDA/PCA (Fys)/CIA (Fys)/CsDA for the year 2016-17

Please find enclosed a list of Targets proposed to CGDA HQrs by the PCDA (CC) organisation for the year 2016-17 (Annexure 'A').

2. It is requested that action may be taken for the achievement of these targets during the year 2016-17 and the progress should be reported to this M.O. through Quarterly Progress Reports to be rendered by the 3rd day of the month following each quarter. First Progress Report for QE 6/2016 to be rendered by 3rd July 2016 and so on.
3. The targets approved by the HQrs office will also be communicated in due course.

The matter may be accorded 'Top Priority'.

Addl. CDA has seen.

Encl: As above



GO (O & M)

Copy to:

1. PS to PCDA (CC) -
2. PA to Addl. CDA -
3. Shri Mayank Bisht, IDAS, Addl. CDA
4. Shri B. K. Pandey, IDAS, DCDA
5. Shri J.N.Ram, IDAS, DCDA
6. Shri S. P. Singh, IDAS, ACDA
7. Shri Ashish Yadav, IDAS, ACDA
8. Shri Ashwini K. Pandey, IDAS, ACDA

For kind information of PCDA (CC).

For kind information of Addl. CDA.

For kind information and compliance please.

- Sd -

GO (O & M)

Proposed Targets for PCDA (CC) – 2016-17:**A. Pay and Allowances PBORs: Maximization of satisfaction**

Sl. No.	Proposed Targets	Remarks
1.	To host the web-site of PAO (ORs) AMC on Internet (NIC Platform) with in-built provision of AFPP Fund withdrawal.	IHQ of MoD (Army) has intimated vide its letter dated 23.10.15 that the competent authority has decided that all PAO (OR) websites would be hosted on the internet and not on Army Data Network. CGDA HQrs vide its letter No. AT/I/2510/MPs/XIV dated 12.11.15 has directed to take action of hosting of PAO (ORs) AMC website as per directions of IHQ of MoD under their letter dated 23.10.15. Therefore, the action for hosting of PAO (OR) AMC website on NIC platform instead of Army Intranet is underway. DGMI/MI-II & Army Cyber group have been requested to provide specific details of residual vulnerabilities on 28.01.16. Go-through permission of DGMI/MI-II is awaited
2.	100% clearance of following within one month of receipt: (i) Complaints (ii) Luggage claims (iii) Post Discharge Claims (issue of Tender memo)	Pendency as on date: (i) Complaints -982 Nos. (ii) Luggage claims -172 Nos. (iii) PDC -83 Nos.
3.	To ensure availability of PAN in all cases and to avoid the possibility of no PAN cases in future in r/o JCOs/ORs, in close collaboration with the record offices.	No PAN cases- 4933 Nos.
4.	To ensure 100% processing of DOs-II received till 22 nd of each month.	PAO (OR) wise details of unprocessed DOs II (as on date) are as under: PAO (OR) AMC: 135 PAO (OR) 11 GRRC: 480 PAO (OR) DRC: 49 PAO (OR) RRC: 72 PAO (OR) SLI: 24919 PAO (OR) 39 GTC: 22
5.	To intensify the monitoring system of the PAOs through revised Dolphin MIS report	Already forwarded to IT&SDC Secunderabad for further development.
6.	To organize workshops in all PAOs for record clerks of units to sensitize them regarding correct publication of DOs-II.	The workshop may be organized quarterly.
7.	To stabilize the implementation of HRMS 2 to resolve the problem of low receipt of DOs-II, in close co-operation with Record offices.	
8.	To develop a record management system for	

	proper upkeep of jackets of IRLAs of JCOs/ORs. (Subject to availability of logistics support from HQrs office).	
9.	To ensure error free publication of DOs-II in identified units of all PAOs.	
10.	To ensure, at least, 50% clearance of outstanding demands of Income Tax Department, in all PAOs, in collaboration with record offices.	PAO (OR) wise details of outstanding demands (as on date) are as under: PAO (OR) AMC: Rs. 8,09,67,430/- PAO (OR) 11 GRRC: Rs. 9,25,90,200/- PAO (OR) DRC: Rs. 9,17,75,850/- PAO (OR) RRC: Rs. 69,07,52,900/- PAO (OR) SLI: Rs. 14,19,37,729/- PAO (OR) 39 GTC: Rs. 12,34,80,430/-
11.	To take stock of all pay books pertaining to pre-MPS days and to ensure 100% adjustment in IRLAs.	

B. Pay and Allowances Defence Civilians: Efficient Handling

Sl. No.	Proposed Targets	Remarks
1.	100% Settlement of outstanding demands upto 31.03.2015-TA Group	7 demands outstanding (as on date) valuing Rs. 1,09,276/-
2.	Clearance of 50% outstanding demands upto 31.03.2016- TA Group	92 demands outstanding (as on date) valuing Rs. 16,36,533/-
3.	Clearance of 50% outstanding demands upto 31.03.2016- Pay Medical Group	Total o/s demands-264 (as on date); 50% to be cleared (132) in next FY.
4.	75% percent clearance of outstanding provisional payment cases upto 31.3.2016	40 cases are pending (as on date); OD 08/2015.

C. Stores: Efficient handling of transactions

Sl. No.	Proposed Targets	Remarks
1.	Review and clearance/regularisation of at least 25% of long outstanding demands against third parties (non-MES)	107 demands outstanding as on date. (periodicity: 25.10.1999 - 4.9.2004)
2.	To obtain Short Account Number (SAN) with Govt. Account Number from all Cash assignment holders	To ensure compliance from/for 45 cash assignment holders.
3.	To obtain printed cheque books with Govt. Account Number & SAN for all cash assignment holders under the audit jurisdiction of PCDA (CC) from ISP, Nasik.	

D. Scrutiny of the Contract Agreements and work of 'E' section: Efficient Handling

Sl. No.	Proposed Targets	Remarks
1.	Review and clearance/regularisation of at least 50% of outstanding demands against third parties	Outstanding demands as on date are 693 Nos. valuing Rs. 3,31,50,457/-

	upto 31.3.2016	
2.	To ensure regularisation sanction of the competent authority in cases of provisional payment made on arbitration award.	16 cases amounting to Rs. 2,17,99,879/- with oldest date 05/2005 are pending for regularisation.
3.	Clearance of outstanding provisional payment cases for want of funds/other reason.	18 cases amounting Rs. 3,02,44,001/- are outstanding with oldest date 1998 for want of sanction from higher authority.
4.	Recovery of long outstanding rent and allied charges to be cleared upto 2012-13 as 'Nil' either through recovery or through regularisation of loss statement.	Rs. 1,90,24,059/- on account of rent & allied charges with oldest date 94-95 is outstanding against AAO BSO under jurisdiction of PCDA (CC).
5.	To impress upon MES authorities for sending RR/OVR in time to avoid bulk recovery from the concerned officers/official.	
6.	AAO BSO/AO GE's target is to get rent bill prepared within 15 days from the date of receipt of RR.	

E. To clear the back log of pending Post Audit and Audit Objections

Sl. No.	Proposed Targets	Remarks
1.	50% Settlement of outstanding audit objections up to 2014-15.	outstanding- 1503 upto 12/2015 (as per AAC)
2.	100% Clearance of Vouchers not produced in audit up to 31.03.2015.	outstanding- 11095
3.	100% Clearance of CNT (Credit not traceable in the consignee's ledger) Vouchers up to 31.03.2015.	Outstanding- 26 (02 > Rs. 15000/-; 24 < Rs. 5000/-)
4.	50% Clearance of PBD/PI Vouchers issued up to 31.03.2015.	Outstanding- 6063
5.	50% Clearance of Outstanding Railway claims raised up to 31.03.2015.	Outstanding- 10
6.	To process and pursue the outstanding Loss statement cases awaiting sanction from Gol.	Outstanding- 06
7.	Review and settlement of at least 50% MFAs raised upto 2012-13	22 MFAs are outstanding as on date.
8.	To conduct Performance Studies on identified major risk areas.	2 studies may be conducted in each quarter.
9.	Receipt and adjustment of at least 50% outstanding accounts of Cantonment Boards	Final bill in r/o Cantt. Board Kanpur is awaited.
10.	100% clearance of Cantt. Board Audit fee bills.	Audit fee from 9 Cantt. Boards outstanding for 2015-16.

F. Miscellaneous:

Sl. No.	Proposed Targets	Remarks
1.	100% clearance of adverse balances reflected in AROB.	Adverse balances in 8 code heads viz. 012/13, 015/01, 015/81, 020/97, 017/02, 017/05, 016/01, 018/05

2.	50% clearance of DIDs.	698 Nos. DIDS outstanding as on 31.1.16.
3.	100% clearance of PAO suspense.	Outstanding amount code head wise: 020/45-Rs. 58,65,012/- 020/48-Rs. 5,35,000/- 020/50-Rs. 2,96,352/- 019/12-Rs. 74,939/-
4.	75% linking of DMROs with OMROs.	As on 31.1.16, 20569 Nos. of DMROs is pending.
5.	75% linking of paid Cheques with Schedule-III.	189 Nos. of cheques are pending for linking in r/o previous year.
6.	Inspection of remaining 50 % sub-offices under PCDA (CC).	Inspection of 50% sub-offices has been carried out in 2015-16.
7.	Laying of OFC and establishing internet on FTTH for enhancing high speed internet i.e 256 kbps to 100 mbps.	

G. Human Resource Development:

Sl. No.	Proposed Targets	Remarks
1.	To organize training for System Administrators	6 AAOS/Sr.Auditors/DEOs from PCDA (CC) to be identified and trained as System Administrators.
2.	Introduction of motivational incentive scheme for outstanding contribution from employees.	
3.	To organize Inter-Departmental Cricket Tournament.	

H. Special Targets: Systemic Improvements

Sl. No.	Proposed Targets	Remarks
1.	Implementation and stabilization of project 'TULIP'.	The implementation of the project is under progress and w.e.f. April 2016.
2.	Automation of MB, payment of RAR and final bill through online system, a pilot run will be started from 04/2016 in AO GE (East) Lucknow.	Implementation is in the final stage. Pilot run to be started from 04/2016.
3.	Online audit of issue vouchers of AFMSD, Lucknow.	Process for switching over to on-line audit of issue vouchers in AFMSD, Lucknow is under progress. Parallel run of online audit has been started w.e.f. 1.11.15. A DO letter has been sent from Addl. CDA (CC) to ACGDA (AT-Coord), HQrs office along with a statement of case regarding pilot run of the project.


Accounts Officer (O&M)