



कार्यालय रक्षा लेखा प्रधान नियंत्रक (सेना)

1, करियप्पा मार्ग लखनऊ छावनी - 226002

Principal Controller of Defence Accounts (Army)

1, Cariappa Road, Lucknow Cantt.-226002

फोन नं. 0522-2451993 फैक्स नं0 0522-2451993



सं. प्रशा/1ब/1020-डी/सतर्कता जागरूकता सप्ताह-2023

दिनांक: 20.10.2023

सेवा मे,

1- सभी व.ले.अ.

(मुख्य कार्यालय)

2- सभी उप कार्यालय

रक्षा लेखा प्रधान नियंत्रक (सेना) लखनऊ

विषय- सतर्कता जागरूकता सप्ताह-2023।

संदर्भ: मुख्यालय का पत्रांक AN/VIG/13122/TCB दिनांक 18.09.2023।

मुख्यालय कार्यालय के उपर्युक्त संदर्भित पत्र दिनांक 18.09.2023 के माध्यम से पत्रांक AT-Coord/13167/Vol.II दिनांक 28.08.2023, इस कार्यालय में प्राप्त हुआ है। उक्त पत्र में उल्लिखित दिशा निर्देशों के अनुपालन हेतु इसे आपको प्रेषित किया जाता है।

कृपया उपर्युक्त पत्र में दिये गए दिशा निर्देशों के अनुसार बिलों का भुगतान व अन्य कार्रवाई सुनिश्चित करें।

संलग्नक: उपरोक्तानुसार

व.लेखा अधिकारी (प्रशा.)

प्रतिलिपि

OA Cell (स्थानीय)PCDA (Army) के वेबसाइट पर अपलोड करने हेतु।

व.लेखा अधिकारी (प्रशा.)



809
239/GO
12/09/23

APD: IS
A. M. +
A. 110

SAO
(AN-II) To
For urgent
N. S.

Strictly Confidential

“हर काम देश के नाम”

कार्यालय, रक्षा लेखा महानियंत्रक

उलान बटार रोड, पालम, दिल्ली छावनी-110011

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-25665713, 813 Fax: 011-25674806 email: cgdavigilance.dad@gov.in



विश्वेष्ट कुटुम्बकम्

ONE EARTH • ONE FAMILY • ONE FUTURE

No. AN/VIG/13122/TCB

Dated:- 18.09.2023

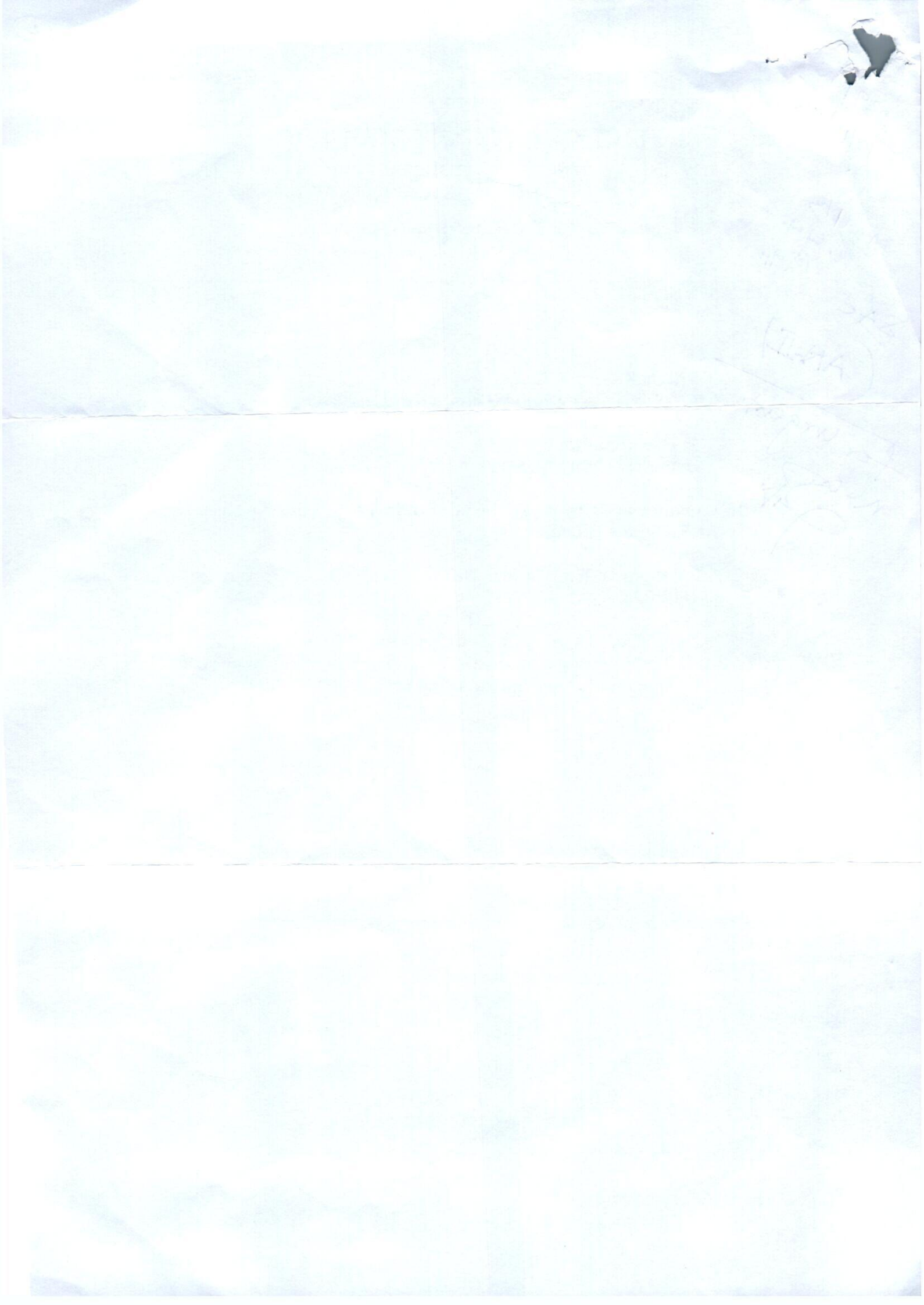
Shri S.K.Verma, IDAS
ACDA/Vigilance Officer
O/o the PCDA(CC)
1, Cariappa Road
Lucknow Cantt.-226002

Sub: Vigilance activities test check of bills (Post audited and pre audited) by the Vigilance Officer.

Ref: This HQrs office letter No. AN/Vig/13122/Preventive Vig dated 07.07.2023

A copy of HQrs office letter no. AT-Coord/13167/Vol.II dated 28.08.2023 is forwarded herewith for information and to ensure adherence to the timelines and other instructions prescribed therein.

Rajesh Chandra
(Rajesh Chandra)
Jt. CGDA & CVO



"हर काम देश के नाम"



रक्षा लेखा महानियंत्रक

उलान बटार रोड, पालम, दिल्ली छावनी-110010

CONTROLLER GENERAL OF DEFENCE ACCOUNTS

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-25665734/32

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No. AT-Coord/13167/Vol.II

Date : 28.08.2023

To

Sh. Rajesh chandra, IDAS

Jt. CGDA (CVO)

Subject: Clearance of bills

Reference: HQrs Office Strictly Confidential letter No. AT-Coord/13167 dated 25.05.1989

Timelines for clearing of bills were brought out vide ibid referred letter. Since 1989 Defence Accounts Department has adapted technological advancements and started using softwares/online platforms for passing of bills like TULIP, Online portal of GeM, etc. Accordingly, timelines for passing of bills have been reviewed as following:-

- (i) All bills should be cleared within 7 (Seven) working days (including medical bills).
- (ii) All advances viz. Medical, TA/DA, etc. should be audited and passed on the same day or on next day. An instruction for necessary standing arrangement may be issued to avoid delay.
- (iii) All bills taken up for clearance should be strictly on the basis of "First in First out". In other words, the bills should be cleared in order of their receipt date wise. If any bill is to be taken up for out of turn priority, the same should be done under the personal orders of the PCDA/CDA. Surprise checks should be conducted by JCDA/Group Officers to ensure compliance of this requirement. Officer-in-charge of the Section will be responsible for ensuring FIFO and will ensure that clearance at all levels are also on FIFO basis.
- (iv) The distribution of bills (random) amongst Auditors should be made as per provision made in HQrs office circular No.AT-Coord/13346/Controller Conference/2022/Follow up dated 27.03.2023 and subsequent instructions on the subject. "First in First out" method should be adopted in distribution.

Pls put up
on file.
Rajesh chandra
3.8.2023

Jt. CGDA (Vg)

U.S.
31/08/2023

Sto (Vg)

र.ले.सं.म.नि. (मु.सं.अ.)
Jt. C.G.D.A. (CVO)

Contd. ...

उपरी सं०/Dy. No. ०१ दि०/Date 31/8/23

- (v) Any and all observations and objections should be raised at first instance. Piecemeal observations should be avoided to ensure that bills are not returned more than once. Second time return may be done only for non compliance of initial objection. While returning the bill the approval of next higher authority should invariably be taken. If bill is required to be returned a second time, this should be with the approval of Group Officer and for the third and subsequent occasions should be with the approval of JCDA/CDA.
2. PCsDA/CsDA are requested to ensure strict compliance of the above by issuing necessary instructions to all concerned.

Please acknowledge receipt.

S. G. Dastidar

(S.G. Dastidar)
Addl. CGDA