No.F.10(3)/AO II/Misc./2009-10/P. File/1449

Dated: 8/8/2010

To

The Dy. Director of Education (IT),
Directorate of Education,
Timarpur, Delhi

Sub: Uploading of D.O. letter received from Controller of Accounts, Principal Accounts Office

Madam,

Please find enclosed herewith a D.O. Letter received from Controller of Accounts, Principal Accounts Office, GNCT of Delhi regarding submission of Salary bill for the month of March 2010 in the concerned PAO by 15th March, 2010. You are requested to upload the same in the website of this Directorate.

Yours faithfully,

Encl: As above

(KISHORI LAL)
ACCOUNTS OFFICER (CASH)
Dear Sir,

During the closing month of Financial Year, generally a large number of bills are presented by the Departments in PAOs on daily basis. This creates a lot of work pressure on the staff. The bills presented in PAOs are required to be cleared before the closing of the financial year. Although the Pay & Accounts Officers have been instructed to take appropriate action to streamline their working to deal with the temporary increase in volume of work, and extend full co-operation to the Drawing & Disbursing Officers for accepting bills on daily basis, but it is also desirable that Drawing and Disbursing Officers maintain an even flow of bills to avoid unnecessary accumulation of bills during the last days of March.

Although, bills will be received in PAOs on all working days during the month of March, but in view of increase in volume of bills in comparison of other months, I would request you to direct all the DDOs under your administrative control to ensure that the salary bills for the month of March 2010 are presented by them to their respective PAOs before 15th March so that the salary of staff is credited into the accounts of the Government Servants on due date.

I would also request you to issue suitable instructions to all the DDOs working under your administrative control to ensure the regular flow of bills to the PAOs, by submitting bills on day-to-day basis as per expenditure sanctioned and also to avoid accumulation of sanctions and bills at the end of the financial year.

Bills will be accepted only up to 6:00 P.M. on 31st March 2010.

Yours sincerely

Sh. P. Krishnamurthy
Director
Directorate of Education
Govt. of NCT of Delhi
Old Secretariat, Delhi

S.N.SHUKLA
CONTROLLER OF ACCOUNTS

Date: 24.02.2010

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