CIRCULAR

Sub.: Allocation of funds for the payment of computer staffs and instructions about its utilizations.

The funds for the payment of computer staff deployed by M/s ICSIL in various schools are being allocated by the Planning Branch, DOE upto 24th Feb.2011.

In this regard, it has been observed that the funds allocated by the Planning Branch for the payment of computer staff are not properly utilized by the Heads of Schools. Most of the Heads of schools take it in a very casual manner. In some cases, the bills of the computer staffs are not processed and prepared by the schools and hence could not be submitted to PAO’s in time. Reasoning by huge savings are noticed which invite audit paras. The A.G (Audit) has also raised objection on it and an audit para has also been made against the department due to persistent huge savings.

It has also been noticed that some Heads of Schools use these funds for some other purposes like maintenance of computer labs, purchase of accessories etc. which is highly objectionable.

All the Heads of Schools are therefore requested to utilize the funds in time and make sure to submit the salary bills of the computer staff timely in PAO’s. Secondly, these funds should not be utilized for any other purpose.

If the salary of computer staff upto 24th Feb.-2011 cannot be drawn by any school in the current financial year then the funds will not be allocated again in the next year for the same period and Heads of respective Schools will be personally responsible for the savings of fund.
Heads of Schools are also requested to make sure that necessary penalties should also be imposed against the agency according to the clauses of the contracts. In case of any query, they can contact to CEP Cell (HQ) on any working day during office hours.

(NITYANAND)
A.D.E.(CEP)

All respective Heads of Schools
(as per the list attached)

No.F.DE/45/17/CEP/05-06/144

Dated: 28-3-11

Copy to following for information please:-

1. P.S. to Director of Education.
2. P.A. to Spl. Director, Dte. of Education.
3. DCA(Education).
4. Accounts Officer (CEP), Dte. of Education.
5. Guard File.
6. O.S. (I) for uploading on dop website.

(NITYANAND)
A.D.E.(CEP)