CIRCULAR

It has been observed that, at times, the DDEs/E.O.s/HOSs/DDOs are not giving proper attention to the instructions/guidelines issued by Govt. of India, Govt. of N.C.T. of Delhi, Central Vigilance Commission and this Directorate of Education and are not following the rules mentioned in General Financial Rules - 2005, Delegation of Financial Powers Rules - 1978, while utilizing the funds granted/allotted for various schemes like O.E.(Plan), O.E.(Non-Plan), V.K.S., Sports & Cultural activities, Annual Day Celebration, Identify Cards, Printing of Magazines, Engagement of contract security and sanitation staff, part-time sweepers etc. and Grant-in-Aid received from Central Govt. for SSA, RMSA etc. and Pupil Welfare Fund lying at the school level.

In this connection, all the DDEs/E.O.s/HOSs/DDOs are hereby directed to strictly follow all the instructions and guidelines by Govt. of India, Govt. of N.C.T. of Delhi, Central Vigilance Commission and this Directorate time to time and follow all rules laid down in General Financial Rules, 2005 and Delegation of Financial Powers Rules - 1978 before incurring any expenditure for various schemes mentioned above.

All the DDEs/E.O.s/HOSs/DDOs are directed to arrange up-to-date office record like Pay Bill Register, Contingency Bill Register, V.K.S. Register, P.W.F. Register, Service Books and personal files of all employees, T.R-5 record, Challan Register etc. for internal audit during summer vacation of this academic year without any further notice.

This issues with the prior approval of the Competent Authority.

(RAMESH CHANDER)
DEPUTY CONTROLLER OF ACCOUNTS (EDN.)

Copy to
1. PS to Director of Education, Directorate of Education, Old Sectt. Delhi
2. PS to Spl. DE (Finance), Directorate of Education, Old Sectt. Delhi
3. All DDEs/E.O.s of District, Directorate of Education
4. All HOSs/DDOs of Govt. School and Govt. Aided School
5. OS (IT) With request to upload on website

(RAMESH CHANDER)
DEPUTY CONTROLLER OF ACCOUNTS (EDN.)