

**BUDGET MATTER/MOST URGENT**

**FAX/SPEED POST/REGD**

No. A/IV/212/LE/Vol-IV

Office of the CDA, Udayanvihar,  
Narangi, Guwahati – 781 171.

Date : /12/2015.

To,

All AOs GE/AGE/ AAO Shillong/  
PAO (ORs) 58 GTC/ PAO (ORs) ARC, Shillong.

**Subject : Monitoring of Defence Pension Budget Leave Encashment : Code Heads  
00/014/63 (Army) & 00/014/65 (Air Force).**

**Reference : PCDA (P) Allahabad letter No. A/II/3795/LXVII/2015 dated 17/12/2015.**

As observed by the PCDA (P) Allahabad, review of compiled actual upto the month of 11/2015 in respect of CDA Guwahati reveals that various sub offices have booked Rs.2999.13 & Rs.67.71 (Rupees in lakhs) under the head Leave Encashment, Army (Code Head 00/014/63) & Air Force (Code Head 00/014/65) against overall projected RE 2015-16 amounting Rs.5036.26 & Rs.70.81 (Rupees in lakhs) respectively. The details of booking made by various sub offices upto the month of 11/2015 against their projected RE 2015-16 is shown in **ANNEXURE – A** attached. It would be seen from the sub office wise booking that in number of cases the actual booking upto the month of 11/2015 is much higher/lower compared to RE amount projected by them. In some cases, it is observed that either the concerned sub offices did not project any RE amount or the same was not received in MO in time to incorporate in the consolidated RE projected to the PCDA (P) Allahabad. As a result, their booking of expenditure stands incurred without allotment of fund, which is highly irregular.

It is, therefore, requested to review your requirement vis-à-vis booking made till 11/2015 and ensure that no excess/less booking is made against the allotment during the FY 2015-16. In case, it is expected that a portion of the allotment will not be utilized during the year 2015-16 and is required to be surrendered, the same may please be intimated to this office for further necessary action. Similarly, the additional requirement over and above the amount projected for the year 2015-16 may also be intimated to this office for submission of consolidated requirement to the PCDA (P) Allahabad for inclusion in the Modified Appropriation. The reason for surrender/additional requirement, if any, during 2015-16 may also be intimated for approval of the PCDA (P) Allahabad.

The above information may please be sent by FAX so as to reach MO latest by 20/01/2016 positively to enable us to submit the consolidated report to the PCDA (P) Allahabad in stipulated time.

Enclo : 1 (one)



**( S. DEY SARKAR )  
Sr. AO (A/Cs)**

## ANNEXURE - A

## Office wise Comparative Statement of Leave Encashment

| CODE HEAD ARMY - 00/014/63      |                                |                     |                                     |                  |
|---------------------------------|--------------------------------|---------------------|-------------------------------------|------------------|
| Section Code                    | Name of Office                 | RE 2015-16 (in Rs.) | Amount booked upto 11/2015 (in Rs.) | % of expenditure |
| 1100                            | Area Accounts office, Shillong | 36000000            | 17691904                            | 49.14            |
| 2900                            | PAO (ORs) ARC, Shillong        | 221300000           | 115256627                           | 52.08            |
| 3400                            | PAO (ORs) 58 GTC, Shillong     | 221500000           | 149374149                           | 67.44            |
| 7102                            | AO GE Jorhat                   | 1300000             | 523500                              | 40.27            |
| 7104                            | AO GE (AF) Chabua              | 0                   | 905897                              | No allotment     |
| 7105                            | AO GE Dinjan                   | 0                   | 1202679                             | No allotment     |
| 7106                            | AO AGE (I) Lekhapani           | 0                   | 0                                   |                  |
| 7201                            | AO GE (North) Tezpur           | 1300000             | 1784858                             | 137.30           |
| 7203                            | AO GE Missamari                | 3738000             | 1717257                             | 45.94            |
| 7204                            | AAO GE 586 EP                  | 443803              | 0                                   | 0.00             |
| 7205                            | AO GE 859 EWS                  | 1302000             | 2334384                             | 179.29           |
| 7206                            | AAO CDS Tezpur                 | 0                   | 0                                   |                  |
| 7207                            | AO AGE (I) Charduar            | 0                   | 0                                   |                  |
| 7701                            | AO GE Narangi                  | 3501000             | 167292                              | 4.78             |
| 7703                            | AO AGE (I) Rangia              | 2100000             | 545450                              | 25.97            |
| 7705                            | AAO GE 583 EP                  | 300000              | 0                                   | 0.00             |
| 8301                            | AO GE Silchar                  | 1707000             | 526091                              | 30.82            |
| 8302                            | AO GE 868 EWS                  | 653000              | 0                                   | 0.00             |
| 8303                            | AO GE 869 EWS                  | 0                   | 0                                   |                  |
| 8401                            | AO GE (AF) Shillong            | 1800000             | 2178311                             | 121.02           |
| 8402                            | AO GE (P) Umroi Cantt.         | 0                   | 0                                   | 0.00             |
| 8403                            | AO GE Shillong                 | 2400000             | 2434351                             | 101.43           |
| 8405                            | AO GE Guwahati                 | 2000000             | 1112748                             | 55.64            |
| 9211                            | AO AGE (I) Zakhama             | 0                   | 0                                   |                  |
| 9223                            | AO AGE (I) Agartala            | 290949              | 223220                              | 76.72            |
| 9225                            | AO GE (AF) Mohanbari           | 0                   | 701                                 | No allotment     |
| 9227                            | AO GE (South) Tezpur           | 290000              | 1155123                             | 398.32           |
| 9230                            | AO GE (P) Shillong             | 1700000             | 778351                              | 45.79            |
|                                 | <b>Total</b>                   | <b>503625752</b>    | <b>299912893</b>                    | <b>59.55</b>     |
| CODE HEAD AIR FORCE - 00/014/65 |                                |                     |                                     |                  |
| 7101                            | AO GE (AF) Jorhat              | 1865470             | 1405314                             | 75.33            |
| 7104                            | AO GE (AF) Chabua              | 1100260             | 0                                   | 0.00             |
| 7202                            | AO GE (AF) Tezpur              | 990720              | 1830453                             | 184.76           |
| 7702                            | AO GE (AF) Borjhar             | 1800000             | 3233700                             | 179.65           |
| 7706                            | AO AGE (I) Kumbhirgram         | 274770              | 274770                              | 100.00           |
| 7707                            | AO AGE (I) Digaru              | 1050000             | 28051                               | 2.67             |
|                                 | <b>Total</b>                   | <b>7081220</b>      | <b>6772288</b>                      | <b>95.64</b>     |

( S. DEY SARKAR )  
Sr. AO (A/Cs)