

TTB/SPEED POST

No. A/IV/65/Rev.Sec./Cert./Vol-XXX

Dated: 13/12/2022

To,

1. PAO (ORs), ARC, Shillong
2. PAO 58 GTC, Shillong
3. M-Section, Local
4. Store Section, Local

Subject: Delay in booking of Expenditure Cash Assignment (Imprest /S&S Imprest).

Refer: HQrs. office Letter No. A/1/13640/Rev. of Sec - Comp/ 2019-20 dated 01.12.2022.

It is stated that various instructions have been issued from time and again on the above subject to ensure liquidation of outstanding balances under code head 018/60 (S&S) and 018/65 along with other Imprest related suspense heads. The same brought to be NIL balance at the end of March (Supplementary-I). After repeated instructions it has been observed that there is unnecessary delay in adjustment of cash account by various Imprest holders resulting in a huge outstanding awaiting Clearance/Adjustment at the end of the Financial Year.

In view of above, it is reiterated that the outstanding cash accounts may be called for from the Units/Formations wherever required and the same may be adjusted within a period of one week after the receipt from Imprest holder/Cash Assignment holders.

Further, the position of receipt of such accounts may be monitored on monthly basis as non-receipt/non-adjustment effects the efficient monitoring of expenditure against budgetary allotment in order to avoid excess/savings under the respective heads.

GO(A/Cs) has seen.

SD/-
Sr. AO (A/Cs)

Copy To:

The Oi/C
IT&SW (Local):

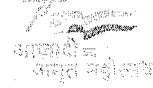
With request to upload on CDA Guwahati official website

Harensy
Sr. AO (A/Cs)



“ हर काम देश के नाम ”

कार्यालय रक्षा लेखा महानियंत्रक
उलान बटार रोड, पालम, दिल्ली छावनी- 110010



Controller General of Defence Accounts

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 01125665548

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A/I/13640/Rev.of Sec.Comp./22-23/Vol.II

Date:01.12.2022

To

PCsDA/CsDA

Subject:- Delay in booking of Expenditure- Cash Assignment (Imprest/S&S Imprest)- regarding.

Reference:- CGDA Letter No. A/I/13640/Rev.of Sec-comp/2019-20 dated 20/03/2020.

This HQrs above cited letter on the subject matter may be referred to.

2. It may be recalled that various instructions have been issued from time and again by HQrs office on the above captioned subject to ensure liquidation of the outstanding balances reflected under Code Heads 018/60 (S&S) and 018/65 along with other Imprest related Suspense Heads and to bring it to zero by the end of March (Supplimentary-I). On scrutiny of records, it has been observed that there is unnecessary delay in adjustment of Cash Accounts by various Imprest holders in the Controller Offices. Further, on review of the monthly certificate on Section Compilation received from the Controller offices, it has also been observed that a large number of Cash Assignment Accounts, S &S Imprest and Other Imprest Accounts are outstanding as the same have not been received from Imprest/ Cash Assignment Holders for a considerable period of time after the due date.

3. In view of the above, it is reiterated that the outstanding Cash Accounts may be called from the Units/Formation immediately by taking up the matter at PCsDA/ CsDA level wherever required and the same may be got adjusted within a period of one week after receipt from the Imprest Holder/ Cash Assignment Holders.

4. Further, the position of receipt and adjustment of such Accounts may be monitored at PCsDA/ CsDA level on monthly basis, as non receipt / non adjustment affects the efficient monitoring of expenditure against budgetary Allocations resulting in avoidable excess/

saving under the respective Heads which also leads to criticism of the Public Accounts Committee of the Parliament.

5. This issues with the approval of Jt.CGDA (Accounts).



Sr. Dy.CGDA (Accounts & Budget)

Copy to:-

1. Dte. Gen of Financial Planning
GS Branch, AHQ, New Delhi
2. Directorate of Naval Plans,
IHQ of MoD (Navy),
South Block, New Delhi
3. Directorate of Financial Planning
Air HQrs, Vayu Bhawan,
New Delhi

For issue of necessary instructions to the Imprest Holders/ S&S Imprest Holders to ensure rendition of Cash Accounts to the PCsDA/ CsDA concerned by 10th of the following month for ensuring on time Compilation & Audit of these Accounts.



Sr. Dy.CGDA (Accounts & Budget)