

**PRINCIPAL ACCOUNTS OFFICE
GOVERNMENT OF NCT OF DELHI
A & B BLOCK, VIKAS BHAWAN: NEW DELHI-2**

F. 19(Misc)/Circular/T-1/Pr.A.O./2008-09/III/2306

Dated: 04/10/2016

C I R C U L A R

Attention of PAOs and DCA, GP Fund Cell is drawn towards Circular No. F.3(02)/T-1/Pr.A.O./220-224 dated 01.02.2016 vide which check list for taking up of various types of bills/claims was implemented to avoid needless observations and to maintain uniformity at all levels.

Instances have been brought to the notice of this office where observations have been raised by PAO in certain reimbursement of claims, which was not within their purview but was to be looked into at the level of sanctioning authority i.e. Head of the Department, Controlling Officer, Head of Office etc. The raising of needless observations on the bills/claims by PAOs, not only causes delay but would lead to grievances, complaints from various corners

It is, therefore again reiterated that the DCA, GP Fund Cell and PAOs would ensure the adherence of check list of taking up various types of bills/claims by their staff and in case of raising of needless observations on the payment, bills/claims, responsibility of the concerned officer/official would be fixed.

This issues with the approval of the Controller of Accounts.



(K.V.BABU)

Dy. Controller of Accounts (Tech.)

To

1. The Dy. Controller of Accounts,
GP Fund Cell, GNCT of Delhi,
Vikas Bhawan-II, Near Metcalf House,
New Delhi.
2. All Pay & Accounts Officers,
GNCT of Delhi, Delhi/New Delhi