

24/11/16

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
TRANSPORT DEPARTMENT: ACCOUNTS BRANCH
5/9, UNDER HILL ROAD, DELHI-1100054.

No.F.Misc/Acctts/Tpt/2016-17/ 1833- 40

Dated 24/11/16

CIRCULAR


As per Principal Accounts Office, GNCTD letter No.F.4(11)/2016/T-1/Pr.A.O./3717-3817 dt 21.11.2016 regarding release of part salary in advance amounting to Rs.10,000/- (Rupees Ten Thousand) for the month of November 2016 to be paid to all Non-Gazetted employees of the Govt. of NCT of Delhi in the form of cash. All the Non gazetted employees of Transport Department are hereby requested to submit the option in the prescribed proforma (Copy enclosed) and submit the same to D.D.O., Transport Department upto 28.11.2016.

In case no option is received by the said date, it will be presumed that the employee has opted for cash pay-out and the payment thereof will be disbursed in cash accordingly as per Ministry of Finance, Department of Expenditure O.M.dated:17.11.2016.

It is further informed that the advance salary amount of Rs.10,000/- will be recovered from the concerned employees from the salary of December'2016.

This issues with the approval of competent authority.

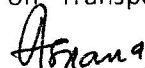
Encl: As above


24/11/2016
(Amar Singh Rana)

Dy. Controller of Accounts

To

1. OSD to Commissioner-cum-Secretary Transport, GNCTD, Delhi
2. PA to SCOT(Project) for information of the later.
3. PA to SCOT(Finance) for information of the later.
4. All Dy. Commissioners
5. A.D.O./Secy.(STA)
6. All Branch Incharges/PCOs/Enf.Officer/PCD/Sr.S.A.
7. All MLO's
8. Sr.S.A. with the request to upload this circular with option form on Transport Department website immediately.


24/11/2016
(Amar Singh Rana)
Dy. Controller of Accounts

PROFORMA

(Reference Ministry of Finance, Department of Expenditure O.M.
No. 25(30)/E.Coord/2016 dated the 17th November, 2016)

With reference to the above mentioned Office Memorandum, I hereby give my option to **receive/not receive** (*strike out, which is not applicable*) part salary, in advance, amounting to Rs. 10,000/- (Rupees ten thousand) for the month of November 2016 in the form of cash.

Date :

Signature_____

Name_____

Designation_____

Ministry/Department/Office

To

Drawing & Disbursing Officer
Ministry/Department/Organisation