

GOVERNMENT OF N.C.T. OF DELHI
DIRECTORATE OF TRAINING AND TECHNICAL EDUCATION
MUNI MAYA RAM MARG: PITAMPURA: DELHI-110034
E-mail ID: dttehq@gmail.com Phone no: 27321076

No.F.(5)/7/ACCOUNTS/CASHLESS/2016-17/ 168

Dated 17/10/17

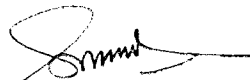
ENDORSEMENT

A copy of the under mentioned paper is forwarded for information & necessary action to the following:-

1. Programmer, DTTE(HQ) for uploading on the website under the link circulars.

List of paper forwarded:-

Sr. No.	Received From	Letter No. and Date	Subject
1.	Dy. Controller of Accounts (Tech.) – PAO, A & B Block, Vikas Bhawan, I.P. Estate, New Delhi-110002	No.F.4(14)/2016/ T-1/Pr.AO/PF-II /2336-2349 Dated-28/09/2017	Minutes of the meeting held in the Conference Hall of Principal Accounts Office on 21/09/2017 at 04:00 PM.


(K.N. SUBHASH BABU)
ACCOUNTS OFFICER

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

Minutes of the meeting held in the Conference Hall of Principal Accounts Office on 21.09.2017 at 04:00 PM

List of the officers attended the meeting is enclosed at annexure – 'A'.

Representative of the DSSSB department intimated that the receipts are being received through SBI ePay but the Head of Account and amount details are not being provided by SBI in summary of payments. Representative further informed that in some cases receipts are not coming in T+1 day. She further informed that no POS machine has been installed in the department.

Representative of the DSSSB was advised to ensure the mapping of head of account in the MIS.

Representative of the Forest Department intimated that no POS has been installed in the Department. He further confirmed that receipts received through SBI ePay are being received timely and correct head of account is being given. Further the receipts are credited timely into the Government Account.

Representative of Weight & Measure Department confirmed that the receipts are timely being received through SBI ePay. However the representative informed that due to transfer of designated officer of the department the super ID is required and due to which they are unable to capture the details of the receipts.

Representative further informed that 11 POS Machines are installed in the department which are fully utilized. The representative informed that total of 100 to 125 transaction per month from all machines taken together are being received.

Representative of Weight & Measure Department was advised to obtain the super ID in consultation with the SBI people.

Representative from Tourism Department informed that the SBI ePay portal is working. Reconciliation is being done regularly and also the money is being transferred to the Government Account timely. But, the Head of Account is not coming.

Representative from Tourism Department was advised to get map the Head of Account and obtain the super ID in consultation with the SBI authorities.

Representative from Transport Department confirmed the timely crediting of receipts received through SBI ePay and POS machine into Government Account. The representative also intimated that in a few cases the periodicity of money being received in SBI, Old Secretariat branch which should be T+0 period, comes in 05 days. Representative also intimated that customization of POS machine for capturing the details of CRRN number from POS machines to their system is under consideration. Finance has intimated that Rupees 100 per machine per month is within the competency of the department as such the department may take action at their level.

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The Representative further informed that 86 percent transaction are being done through net banking and in case debit card upto the limit of 01 Lac started, the requirement of POS will be negligible. He further intimated that at present 03 machines are placed in each authority, the department is thinking to reduced the POS from 03 to 01 in each authority. He also confirmed that instruction have been issued to all the transport authorities.

Representative from Development Department informed that 04 POS machines have been installed in their department which are under utilized. However, their department is thinking to use these machines in sale centre which are being opened.

Representative from Drug Controller Department informed that receipts are being received through SBI ePay, Head of Accounts are being captured and reconciliation is being done regularly. However, representative informed that the money is being received in SBI after 05 days. He further informed that no POS machine has been installed in the department.

Representative from Revenue Department intimated that SBI e-Pay has not yet started. Status of receiving the receipt through POS was reviewed with the representatives of various DC offices and as per their submission under mentioned details were given. Representatives from various DCs informed that records / registered are being maintained in prescribed form. Further, reconciliation is being done with bank but no reconciliation is being made with PAO.

S.No.	Department	No. of POS Machines	Utility	Cash / DD accepted
	Revenue			
i.	Headquarter	02	Utilized	
ii.	DC (Shahadara)	03	Utilized	A few transaction only
iii.	DC (North East)	05	Two required to be surrendered	
iv.	DC (South East)	Not attended		
v.	DC (North West)	07	Utilized	A few transaction through cash
vi.	DC (New Delhi)	04	Utilized	No cash
vii.	DC (South)	04	Utilized	No cash being received
viii.	DC (North)			
ix.	DC (East)	06	Utilized	Cash also being taken
x.	DC (West)	07	Utilized	A few transactions
xi.	DC (Central)	Not attended		
xii.	DC (South West)	04	All Utilized	20% transactions through Cash

Representative from Training & Technical Education Department informed that all the accounts of SBI eCollect has being opened in the accredited bank branches accept Guru Nanak Polytechnic whose account is opened in SBI, Sector-18, Rohini. Representative informed that the government money is being transferred from SBI eCollect account through cheque into government account. The representative further informed that MDR charges are being taken by SBI in transaction below Rs. 01 Lac also. It was further intimated that the money is not transferring into government account in T+1 periodicity and failed transaction are not reported immediately, this sometimes lead to double payments.

After detailed discussions it was decided/directed as under:-

- i. All departments would ensure the maintenance of Records/Registers and reconciliation of receipts with bank/PAO as per the instructions already issued by this office.
- ii. All departments would ensure the crediting of receipts into government account as per the prescribed time limit.
- iii. Department of Training and Technical Education would expedite the development of their own portal and switch over to SBI ePay instead of SBI eCollect and transfer the bank account of Guru Nanak Polytechnic into accredited bank branch of SBI.
- iv. SBI authorities would suggest the system to be followed by the Department of Training and Technical Education for timely crediting the receipts into government account being received through SBI Collect.
- v. Department of Weights and Measures would ensure the obtaining of super ID and crediting the receipts timely into government account in respect of their all offices in consultation with SBI authorities.
- vi. DSSSB in consultation with SBI authorities would ensure the capturing of their receipts Head of Accounts in the MIS as well as Receipts Scrolls.
- vii. Office of Divisional Commissioner would submit in writing in a week's time regarding the commencement of their portal integrated that the SBI e-Payment Gateway and status of receiving the receipts through POS Machines installed in Headquarter.
- viii. SBI will ensure the crediting the money into government account in T+1 period otherwise panel interest will be imposed. Further, super ID may be provided the Weight & Measure and Tourism Department

It was decided to review the status in the next Review Meeting the date and time of which will be intimated to all concerned separately.



(K.V. Babu)

Dy. Controller of Accounts (Tech.)

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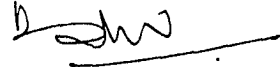
1. The Divisional Commissioner, Department of Revenue, Office of the Divisional Commissioner, Govt. of NCT of Delhi, 5, Sham Nath Marg, Delhi-110054.

2. The Secretary, Delhi Subordinate Services Selection Board (DSSSB), Govt. of NCT of Delhi, FC-18, Institutional Area, Karkardooma, Delhi-110092.
3. The Commissioner, Transport Department, 5/9 Underhill Road, Delhi.
4. The Secretary, Tourism Department, Govt. of NCT of Delhi, Vikas Bhawan-II, 2nd Floor, C-Wing, Upper Bela Road, Near Metcalf House, Delhi-110054.
5. The Secretary, AR Department, Govt. of NCT of Delhi, Delhi Secretariat, IP Estate, New Delhi.
6. The Director, Training & Technical Education, Govt. of NCT of Delhi, Muni Maya Ram Marg, Pitampura, Delhi.
7. The Commissioner, Department of Development, Govt. of NCT of Delhi, 5/9, Underhill Road, Delhi-110054.
8. The Conservator of Forest, Department of Forests and Wild Life Department, Govt. of NCT of Delhi, Vikas Bhawan, B-Block, New Delhi.
9. The Controller, Weights & Measurement Department, Govt. of NCT of Delhi, K-Block, Vikas Bhawan, I.P. Estate, New Delhi.
10. The Drug Controller, Drugs Control Department, Govt. of NCT of Delhi, F-17, Karkardooma, Delhi.
11. The Dy. Controller of Accounts, Training & Technical Education, Govt. of NCT of Delhi, Muni Maya Ram Marg, Pitampura, Delhi.
12. The AGM (GAD), SBI, LHO, Parliament Street, New Delhi.

No.F.4(14)/2016/T-1/Pr.AO/PF-II/2336-2349 Dated: 28/09/2017

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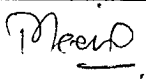

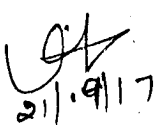
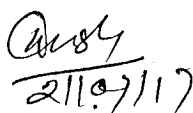
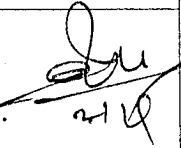



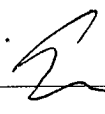

1. PS to the Principal the Secretary (Finance), Finance Department, Govt. of NCT of Delhi, Delhi Secretariat, IP Estate, New Delhi.
2. The Jt. Secretary (Finance), Finance Department, Govt. of NCT of Delhi, Delhi Secretariat, IP Estate, New Delhi.



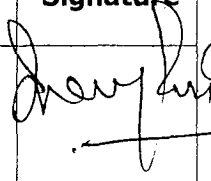
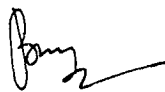
Dy. Controller of Accounts (Tech.)

Attendance Sheet

Meeting on **21.09.2017** at **04.00 P.M.** to review the points discussed during the last meeting held in this office on 19.07.2017 at 4.30 P.M.

S. No.	Name of Officer & Designation	Department	Mobile No	E-Mail ID	Signature
1.	Meena Vasishth AAO.	W R M.	8896317657	DDowndeln@gmail.com	
2.	VIKAS GOEL AAO	DC (ND)	7838535317	goelgv11@gmail.com	
3.	VIKRAM KHATTER A.O.	DL (ND)	7838126565		
4.	J. S. Raithu D.D.O Joint Director/Officer	Der. Debt.	9717623232		
5.	Rajiv Singh	DM(SW)	978287555	rajivsingh25@gmail.com	
6.	Paras Nath Yada	Forest & wildlife.	9999251166	para. 1966@yahoo.in	
7.	R. JACOB	DM(S)	9899065248	audit party 1 @ rediffmail.com	
8.	D.R. Ahluwalia D.A.O.	DCC (NW)	9818844009		
9.	Naveen Kumar	SOB/SHD ND	9999409002	agmgad.1402@gmail.com	
10.	Matendra Bhanu Chauhan	SOB/SHD	8130799595	agmgad.1402@gmail.com	

Ser No.	Name of Officer & Designation	Department	Mobile No	E-Mail ID	Signature
11	Rekha Goyal	Revenue	9811158330	Rekha89goyal@gmail.com	
12.	Meehal Devi Nayak	DC (W)	4871728328	-	
13.	Kavita Singh	DSSS B	9818913004		
14.	V. SREENIVASAN A.O	TOURISM	23812474		
15.	NARAYAN KR VATS AAO	DC (SHAHADARA)	8826859180	dc	
16.	Murli Bhay Kushwaha, AAO	DC (East)	9911223099	godceart@gmail.com	
17.	GHANSHYAM JHA, AAO	DC (NE)	9899323563	ddo.dc.ne@gmail.com	
18.	Mohan Lal DCA	FSIA DA	986882464	mohan54@gov.in	
19.	Sanjeev Sharma S.A.O.	Transport	8743006647	ooptanik.in	
20.	Sanjeev Kumar	Drugs Control	9868027004		

S.N	Name of Officer & Designation	Department	Mobile No	Mail ID	Signature
21.	Indu Rai Geny	DC West	9899441307	—	
22.	B.M. Gupta AHO	De (West)	9210734489	—	
23.					
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