

PRINCIPAL ACCOUNTS OFFICE
GOVT. OF NCT OF DELHI

A-BLOCK, VIKAS BHAWAN, I.P. ESTATE, NEW DELHI

No. Pr.A.O./CAM/05/T-1/2011/ 2265-2268

Date: 21/09/2017

To,
The Director,
Directorate of Education,
Govt. of NCT of Delhi, Old Secretariat, Delhi

Subject: Expenditure and bill management in DDOs of the Govt. Schools.

Sir,


Kindly refer to this office letter of even number dated 26-04-2017 in which it was requested to close the bank accounts opened by the DDOs for keeping the government funds and arrange to deposit the amount lying in such accounts into government account and to make the adjustment of outstanding AC Bills pending with the Schools.

It is further informed that on review of the payment bills being submitted by the DDOs of Government Schools to PAOs in most of the cases payments are being demanded in favour of self on the statement with the charges have been paid by the DDOs. Also that the procurement are not being made through GeM Portal on the statement that their offices are not registered with GeM Portal.

In view of the above you are requested to consider the above said and arrange to issue necessary instructions to concerned officers on the following points :-

- (i) Closing of bank account of DDOs where government funds have been parked and arrange the deposit of such funds into government account and to settle the outstanding AC Bills if any.
- (ii) Discontinue the system of making the payments of charges by Head of Offices/DDOs and payments may be drawn only in favour of vendors/suppliers/agencies etc.
- (iii) Arrangement may be made for registration of Head of Offices of the Govt. Schools with GeM Portal and in case of any difficulty relaxation for procurement through other sources than the GeM Portal may be obtained from the Finance Department, Govt. of NCT of Delhi.
- (iv) Appropriate amount of imprest may be granted in favour of the Head of Offices of the Government Schools in consultation with the Finance Department, Govt. of NCT of Delhi to manage their day to day payments instead of making such payments by DDOs/HOOs of Government Schools and thereafter to claim such payments from PAOs.

Yours faithfully,



(Parkash Chand)
Controller of Accounts
Ph.No. 011-23370762

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Copy forwarded for information to :-

1. PG to Principal Secretary, Finance Department, Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi.
2. All Pay & Accounts Officers, Pay & Accounts Offices, Govt. of NCT of Delhi, Delhi/New Delhi with the advise to obtain a certificate of closing the bank accounts from the DDOs as per the instructions already issued by this office also. No payments in favour of DDOs may be allowed but payments may be released in favour of vendors/suppliers/agencies etc.
3. The Dy. Secretary-V, Finance Department, Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi.


Controller of Accounts