

GOVERNMENT OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
GLNS COMPLEX : DELHI GATE : NEW DELHI
(ACCOUNTS-I BRANCH)

No.F.1(Misc.)/A.O.-I/DSW/Pt.File/2015-16/24963-025032 Dated:

To

All DDOs/HOOs,
Department of Social Welfare,
Delhi/New Delhi.

30 NOV 2017

Sub: **Furnishing of progressive monthly expenditure statement for compilation of MPR.**

Madam/Sir,

This is for drawing your kind attention towards furnishing of progressive monthly expenditure statement for compilation of MPR, which is to be submitted to Finance/Planning Department by 5th of every month for onward submission to the Hon'ble Lt. Governor, Delhi.

In this regard, it has been observed that progressive monthly expenditure statement from the concerned DDOs/HOOs is not being submitted to the Accounts Branch on regular basis by due date, despite telephonic and written reminders.

Therefore, it is once again requested to furnish progressive monthly expenditure statement latest by 03rd working day of every month to the undersigned so that the same may be compiled and submitted to the Finance/Planning Department on time, failing which the same may be apprised to the higher authority for appropriate action.

Yours faithfully

Sudhir S. Verma

(SUDHIR S. VERMA)
DY. CONTROLLER OF ACCOUNTS
Ph.23392479

Encl:As above.

No.F.1(Misc.)/A.O.-I/DSW/Pt.File/2015-16/24963-25032 Dated:

Copy forwarded for information & necessary action to:-

30 NOV 2017

1. All Distt. Officers/SO(RTE)/RGO/In Charge (VAC)/All Deputy Directors/In Charge Drug Abuse Coordination Unit/All Branch In Charges.
2. PA to Spl. Director.
3. Sr. System Analyst for uploading on Deptt.'s website.

Sudhir S. Verma

(SUDHIR S. VERMA)
DY. CONTROLLER OF ACCOUNTS