

MOST IMMEDIATE
TIME BOUND

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

No.F.7(1)/DSW/ACCT-I/2019-20/21012-21081

Dated: 18 NOV 2019

To

All DDO/HO/Implementing Officers,
Department of Social Welfare,
Delhi/New Delhi.

Sub: **Furnishing of progressive monthly expenditure on regular basis.**

Madam/Sir,

This is for inviting your kind attention towards non-submission of progressive monthly expenditure statement of your unit on regular basis.

In this regard, it is stated that despite of several written communications as well as verbal instructions/requests made in meetings, progressive monthly expenditure statements are not submitted in the Accounts Branch by the concerned DDOs/HOOs/ Implementing Officers on time. Due to non-submission of progressive monthly expenditure, it would be very difficult for the Accounts Branch to prepare various financial reports/statements required for discussion in meetings at higher level.

In view of the above, it is once again requested that the progressive monthly expenditure statement may be submitted to the undersigned on regular basis by **5th of every successive month either through email (niranjan.kmr@gov.in)** or through submitting hard copy failing which the same will be brought to the notice of higher authorities for necessary action.

Yours faithfully

Sudhir S. Verma

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

~~Encl:As above.~~

No.F.7(1)/DSW/ACCT-I/2019-20/21012-21081

Dated: 18 NOV 2019

Copy forwarded for information & necessary action to:-

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 Director.
3. Sr. System Analyst for uploading on Deptt.'s website.

Sudhir S. Verma

(SUDHIR S. VERMA)
DY. CONTROLLER OF ACCOUNTS

543/CC
18/11/19

M136/R2
18/11/2019

Sh. Abhishek A.R