



कार्यालय, रक्षा लेखा महानियंत्रक
उलन बटार रोड, पालम, दिल्ली छावनी - 110010
Controller General of Defence Accounts
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No. AN/VII/7220/BE 2020-21

Dated: 16.04.2020

To

The PCsDA/PCA (Fys)/CsDA

(Through CGDA Website)

Subject: BE 2020-21 Allotment: Major Head-2052 - DAD.

Ministry of Finance, Department of Economic Affairs vide their Office Memorandum bearing F. No. 2(12)-B(D)/2020 dated 25.03.2020 has intimated that demand for Grant 2020-2021 may be treated as final as these have been voted by Parliament without any reduction and the connected Appropriation Bill has also been assented to by the President on 25.03.2020. Accordingly, BE 2020-21 allotment under Grant No. 18- MoD (Civil), Major Head-2052 - DAD, is hereby made to your organization as shown in the Annexure-II (**Office Expenses, Travel Expenses & Medical Treatment**) on the basis of the actual expenditure during 2019-20, projections made by the PCsDA/CsDA and funds allotted by the Ministry under various heads. **It is requested that Annexure-II may be downloaded from your official nic mail ID.**

2. It may be mentioned here that Ministry of Finance vide their Office Memorandum F. No. 12(13)-B(W&M)/2020 dated 08.04.2020 (copy enclosed) has issued revised guidelines for expenditure control inter-alia fixing the Quarterly Expenditure Plan/Monthly Expenditure Plan of specific Ministries/ Department wherein for Demand No. 18 Ministry of Defence (Civil) the overall expenditure for Quarters 1 (April to June 2020) has been restricted to within 15% of BE 2020-21. It is therefore requested to plan the expenditure accordingly.

3. The separate funds have been earmarked under Head 'Office Expenses' to the NADFM Pune, CsFA (Fys), CIA (Fys) Kolkata, RTCs, CDA IT & SDC Secunderabad, Bangalore, Area Accounts Offices, PAOs (ORs) and DPDOs as per prevalent practice in Annexure-II. The incurring of expenditure by them may be monitored by the PCsDA/CsDA/PCA(Fys) as per instructions issued in the past. The requirement of funds under Head 'Office Expenses' for the sub-

offices like LAO's, RAO's, AAO GE's, BSO etc. may be earmarked out of funds allocated for Main Office and other sub-offices at your level.

4. **Office Expenses and Travel Expenses to IFAs (SAG level):** A separate allotment has also been made to IFAs (SAG level) through their proforma Controllers as indicated in Annexure-II.

5. **The Controllers are requested to intimate the allotment of funds made in BE 2020-21 immediately to their respective sub-offices as stated in Annexure-II.**

6. As in FY 2019-20 most of the liabilities of previous year under the **Travel Expenses, Office Expenses, & Medical Treatment** heads has been cleared. It is expected that all Pr.Controllers/Controllers would ensure and plan their expenditure in the current year to remain within the allotment.

7. It is requested to render a 'Monthly Expenditure Report (MER)' under Heads through 'E-suchna' as per notification dated 20.03.2019.

8. Item-wise allocation of funds under Head 'Office Expenses' may be made at your level provided that total allocation under these Heads are kept within BE 2020-21 allotment.

9. All IFAs/PAOs/DPDOs/AAOs are requested to download the Annexure-II of the allotment from the HQ WAN IP – ftp://10.48.152.109/Budget2021

Please ensure strict compliance of the above instructions.


(Rajeev Ranjan Kumar)
Dy.CGDA(Admin)

Copy to:- IT &S Wing for uploading to the website.


(Rajeev Ranjan Kumar)
Dy.CGDA(Admin)