

Immediate Circular

No. AN/XI/11060/Powers/AAO/Vol.-III
Office of the CGDA,
Ulan Batar Road, Palam,
Delhi Cantt. -110 010
Dated: 05.10.2011

To

The PCA (Fys.) Kolkata

The Pr.CDA.....

The CDA.....

Subject: Enhancement of powers to Assistant Accounts officer (Group-B) in DAD.

Reference: This HQ office Circular No. AN/XI/11060/Powers/AAO/Vol.-III dated 28.8.2003 and 30.7.2008.

In continuation of the HQ office letters mentioned above, the powers delegated to AAOs in respect of the following items have been enhanced as under:-

S. No.	Item as per Annexure 'A' of HQrs Circular No. AN/XI/11060/Powers/AAO/Vol-III dated 28.08.2003 & 30.07.2008.	Existing Financial Power (in Rs.)	Enhanced Financial Power (in Rs.)
1.	Item No. xi : Requisition for LTC advance	10,000	25,000
2.	Item No. xiii : Advance/Withdrawal from GPF/AFPP fund - DAD and Non-DAD	50,000	1,00,000
3.	Item No. xiv : M-Section Bills	25,000	50,000
4.	Item No. xv(a) : Medical Claim /OPD Treatment	1,000	2,500
5.	Item No. xv(b) (ii) Hospitalization Claim (Final Bills)	25,000	50,000
6.	Item No. xvi (a) : Third party Claims (b) : All Bills which are not covered above, payable through Public Fund Accounts	25,000 50,000	50,000 1,00,000

* Others entries of Annexure 'A' to HQ office circular dated 28.08.2003 will remain the same.

2. It has also been decided that the following "level jumping" shall be introduced:-


- (i) **Two tier processing** (Auditor and AAO) - for all bills up to the delegated financial powers of AAO's as mentioned above.
- (ii) **Two tier processing** (Auditor + AO/SAO) - for all bills valuing above the financial powers of AAO's and upto Rs.2.00 lakhs (Two lakhs only).
- (iii) **Three tier processing** (Auditor, AAO & AO/SAO) - for all bills exceeding Rs.2.00 lakhs and upto Rs.1.00 Crore in value in all offices except PCDA New Delhi. This limit shall be upto Rs.5.00 Crores in the case of PCDA New Delhi.

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- (iv) **Four tier processing** (Auditor, AAO, AO/SAO & Group Officer) - for all bills exceeding Rs.1.00 Crore in all offices except PCDA New Delhi.
- (v) **Four tier processing** (Auditor, AAO, AO/SAO & Group Officer) - for all bills exceeding Rs.5.00 Crores in PCDA New Delhi.

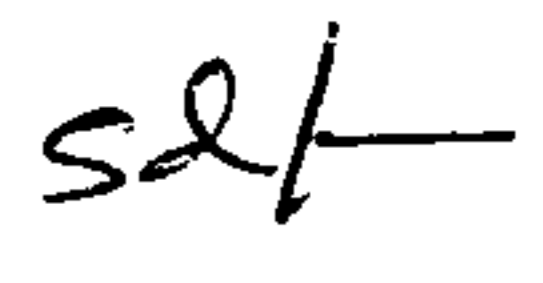
3. In the absence of any Time Scale IDAS Officer in an independent sub -office, the PCDA/CDA, after careful consideration and after recording speaking orders in each case, can authorize one or more AOs in the sub-office to pass bills for a period not exceeding three months, even where their value exceeds Rs.1.00 Crore.

4. The above provisions shall be effective from the date of issue of this Circular.


(ZVS Prasad)
Jt. CGDA (Admin)

Copy to:-

- (i) **AN-IV Section (Local)** - for necessary action.
- (ii) **EDP Section (Local)** - for uploading on CGDA's Website.
- (iii) **AT-Coord Section (Local)** - for information w.r.t. their UO No. AT-Coord/00012/MPR/Vol.XXIII dated 19.09.2011.


(ZVS Prasad)
Jt. CGDA (Admin)