

SPEED POST
Office of the Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt-110010

No.AT/I/3510/MPS/XII

Date: 11.07.2014

To

The PCsDA/CsDA
(Through CGDA Website)

Sub: Transfer of Work regarding payment of CTG and LTC of JCOs/OR of Army from PCA (Fys), Kolkata

The existing procedure for payment of CTG and Encashment of leave on LTC through requisition has been reviewed based on representation/feedback from various authorities and, with a view to make payment system more expeditious, it has been decided in consultation with AG's Branch of IHQ of MoD (Army) that the CTG, and Encashment of leave on LTC will be paid through DO -II w.e.f. 01.08.2014.

2 In view of the above, you are requested to instruct all PAOs under your jurisdiction to accept **the CTG, and Encashment of leave on LTC through DO-II w.e.f. 01.08.2014**. To avoid duplication, it is requested to instruct the PAOs **not to accept DO-II for the occurrences during 01.04.2013 to 31.07.2014**, for which the claims have already been preferred on IAFA-194. Further, it may also be directed to PAOs to ensure **not to accept w.e.f. 01.08.2014 the amount of CTG** while auditing and passing the **luggage claims**.


3. Modalities of auditing and passing the claims of CTG and encashment of leave on LTC will be as under:

(a.) Record Offices/Units/formations will publish DO-II relating to CTG, and Encashment of Leave on LTC in advance **wherever HRMS 2.0 is implemented** with effect from 1st August, 2014 in revised formats and other Record Offices/Units and formations (where HR Suite is running for want of

implementation of HRMS 2.0) will revert back to old system of DO-II publication (on formats available on HR Suite) of CTG, and Leave Encashment on LTC **with effect from 1st August, 2014**. It is clarified that **advance publication** is only possible where HRMS 2.0 is implemented in Units and formations. PAOs are instructed to note the change and the above claims preferred through IAFA-194 will not be processed on or after 1st August, 2014. However, these claims received through Contingent bill with "from date" before 1st August, 2014 will be audited and processed **manually** as per the extant procedure.

(b) CDA (IT&SDC) Secunderabad will make necessary changes in DOLPHIN to suit the requirement. System circulars will be issued by them on the procedure to be followed in respect of the DO-II published in advance for payment of advances **where ever HRMS 2.0 has been implemented in Units and formations.**

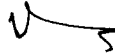
(c) It is needless to clarify again that the old system as above will automatically get replaced in all PAOs after successful implementation of HRMS 2.0 and Arpan 3.0.


Jt.CGDA (AT-I)

Copy to:

1.	Jt. CGDA (AT-III)	For information and necessary action at your end
2.	Shri Y Raja Reddy, CDA (IT&SDC) Secunderabad	For information and necessary action at your end w.r.t. your office letter No. ITSDC/Sys/Misc, dated 13.06.2014, with a copy of Appendix 'J' (Revised 2013) along with copies of AG's Branch letter No. A/20038/MP 8(I of R) (a) (i) and letter No. A/20038/MP 8(I of R) (a) dated 30.06.2014.

3.	Lt Col Yasin AAG AG' Branch MP 8 (I of R) West Block-III, R.K Puram N.Delhi	For information w.r.t. your letter No. A/20038/MP 8(I of R) (a) (i) and letter No. A/20038/MP 8(I of R) (a) dated 30.06.2014.
4.	EDP Cell CGDA HQrs.	For information.
5.	AT-IV, CGDA HQr	For information.


 Jt. CGDA (AT-I)