No. A/I/244/AROB/2018-19

Dated: 03/05/2019

To

All Concerned

Sub: Observation on Compiled actual : Regarding.

During the review of compiled actual/compilation, large number of misclassification in booking viz. operation of wrong code heads, adverse balances, fictitious code heads, non uploading of punching mediums in the month to which it pertain have been observed which has been viewed very seriously by higher authority. In view of this all concerned are requested to ensure correct booking in the NCS leaving no scope for making TE's at a later date. Necessary checks for ensuring correctness of booking/compilation may be exercised as prescribed in codes/manuals.

2. It may also be ensured that expenditure may be booked under the relevant code heads only as specified in the sanctions and as per the allotment letters issued by the respective organizations and in no case should expenditure be allowed to exceed the budgetary allotment under the relevant code heads. In this regard, procedure enumerated in Paras 228-231 of Defence Account Code -2014 ED may be strictly adhered to.

3. It is requested that the aforesaid facts may please be brought to the notice of all official working in Main office /sub offices for information and strict compliance.

Copy forwarded to:

1. IT&S Section (Local): with a request to upload on the website.