No. A/I/244/AROB/ 2019-20 Dated: 24/03/2020

To

All Concerned


As the Financial Year 2019-20 is closing shortly, all the cash accounts are required to be adjusted in March(pre)2020. For this receipt of all awaited cash assignment /S&S Imprest Accounts has to be ensured and invariably processed in current month’s accounts i.e March(pre) 2020.

2. In this context it is requested to process all (a) post audit bills (b) Cash Assignment/Imprest Accounts (c) PBD vouchers and (d) LC Payments on priority basis in current month’s Account positively to avoid any requirement for adjustment through JEs later on.

Copy forwarded to:

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