

Important and Urgent



सत्यमेव जयते

कार्यालय: रक्षा लेखा प्रधान नियंत्रक

Office of the Principal Controller of Defence Accounts

सं. 107, लोअर अग्रम रोड , अग्रम पोस्ट , बेंगलूर - 560 007

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Accounts Circular No:27

A/I/10844/PM/Corr

Date:06 /01/2022

To

1. The Officer-in-Charge of all sections/cells of Main Office.
2. The Officer-in-Charge of all of all offices under PCDA Bengaluru.

Sub: Submission of Monthly Certificate on Review of Sectional Compilation and Last Voucher Certificate - REG.

Ref: Most Important Circular [Accounts Circular No:14 dt 13.08.2021] and Accounts Section letter No:A/I/10844/PM.Corr dt 30.11.2021.

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Please refer to above cited letters. In this context it is observed that majority of the sections in Main office and sub-offices are not rendering the requisite monthly certificate on Review of Sectional Compilation and Monthly Last Voucher Certificate every month. This has been viewed with concern by the Competent Authority.

In view of the above, it is reiterated that monthly certificate for having reviewed the sectional compilation for the month concerned to be forwarded without fail duly certifying that:

a] Booking made in the compilation for the month of have been reviewed and found correct. Re-adjustment wherever required has been carried out in the next day's compilation.

b] Amounts compiled to fictitious code heads, if any, and misclassification has also been rectified in the next day's accounts.

It is therefore reiterated that the above reports may please be furnished to this office from November, 2021 onwards without fail after reconciling with the Sectional compilation as it is observed that there are double bookings and missing PMs in the sectional compilation of a few sub-offices / sections. The requisite Monthly certificates are enclosed herewith in prescribed proforma latest by 10.01.2022.

Encls: As above

Copy to:-

✓ EDP Centre (Local) - for uploading in the PCDA Bangalore website.

sd/---
G.O. [ACCOUNTS]

G.O. [ACCOUNTS]

Nishank Bhat
06/01/22

Annexure -'B'

Sub:- Forwarding of Monthly Last Voucher Certificate alongwith PM for the month _____

It is certified that Punching Media in respect of all class of vouchers have been included in compilation for the month _____.

Last Voucher No. against each class of voucher is appended below:-

Sl.No	Class of Vouchers	Last Voucher No.		Cancelled Voucher No.s
		From	To	

Copy of the Punching Media as mentioned above for the month _____ is forwarded herewith with all the connected documents for necessary action.

AO/SAO

Monthly Certificate on review of Sectional Compilation

- a) It is certified that the booking made in the compilation for the month of ____ have been reviewed and found correct. Re-adjustment wherever required has been carried out in the next day's compilation. Amounts compiled to the fictitious code heads & misclassification has also been rectified in the next day's accounts.
- b) It is certified that no DAD contingent expenditure has been booked to Service Heads.
- c) It is certified that accounting checks prescribed in Para 71 of Defence Accounts Code have been carried out by the concerned SOs(A)/ AAOs/ AOs/SAOs and Group Officer of the Accounts Section.
- d) The status of un-compiled/outstanding Cash Accounts/Imprest Accounts are as under:-

Sl. No.	Nature of Account	Total No. of Monthly Accounts		Opening Balance	No. of Accounts received during the month	No. of Accounts compiled during the month	Closing Balance (No. of Accounts not compiled)		Oldest Month / Year	Month wise breakup uncompiled/ outstanding Accounts under Col.7	Reasons for O/s Accounts
		Auth orized	Relea sed				# Unc om pile d	## Out sta ndi ng			
1	2	3		4	5	6	7		8	9	10
01	Cash Assignment (GEs)										
02	Cash Assignment (ECHS)										
03	S & S Imprest										
04	Military Farm Public Fund Cash Account										
05	Other Imprest Account										