

MINUTES OF THE CONFERENCE HELD AT MAIN OFFICE ON 23.04.2018

A conference of GOs/SAOs/AOs/AOs of Main Office and LAOs/RAO was held in the Conference Hall of Main Office of PCDA Bengaluru on 23.04.2018 at 11.00 AM to assess the work position in different sections in Main Office and LAOs/RAO.

The meeting was presided over by Shri K. Satheesh Babu, IDAS, PCDA and attended by the following Officers.

1. Smt. K.G. Amulya, IDAS, DCDA
2. All SAOs/AOs of Main Office & LAO(s) (Local)/RAO (MES), B'lore
3. All AOs in Main Office

The extract of the minutes of the meeting held on 13.04.2018 was presented by O&M Section for which reply were furnished by the respective section.

Regarding demolition of Block No. 16 of DAD quarters, it was intimated by Shri Chandran, RAO, MES that E -tendering is in process and will be completed in 21 days. PCDA desired that concrete result has to be achieved with the active involvement of RAO/AO GE South and AN III Section.

Regarding water logging in the DAD Quarters, it was intimated by AAO AN III that AEs forwarded to HQrs for approval was returned with certain observations. The same was submitted to GE South for making necessary rectifications/corrections which is still awaited from GE. PCDA insisted that concerned AO GEs to liaise with the GEs and to obtain the status of the case. He has further directed AN III that all the DAD proposals forwarded to GEs should be marked to the respective AO GEs, for proper monitoring and timely execution of the works.

(Action by: AN III Section)

It has been intimated by AN Pay II that out of 34 Medical bills, 32 bills have already been cleared & the balance will be cleared on 23.04.2018.

It has been intimated by Accounts section that pre 94 & pre 95 pending DIDS the CDA wise details have been identified and letters initiated Demi-officially. As regards post 1995 DIDS CDA wise details is being prepared and same will be completed by next week. Regarding huge amount lying in SBI CMP code head, it was intimated by SAO, Account section that assistance of SAO EDP was sought for generating discrepancy w.r.t. OA, SUGAM and TULIP module.

PCDA directed Smt. Amulya K.G that on arrival of Shri Sandeep ACDA, an office note will be initiated on the technical side of the issue by Friday. He also directed SAO, Accounts Sn. to involve in this exercise along with GO Accounts. As regards non linking of OMRO with DMRO it was requested by SAO Accounts to develop a program for generation of list for DMRO where OMRO are not received. AAO EDP section has intimated that probable list of such cases have already been generated and handed over to Accounts Section.

(Action by: Accounts Section)

It was intimated by D section that CMP rejections are reported daily to Addl. CDA.

It was intimated by E Section that they have already started the work relating to safe custody of contracts documents and will be completed soon.

It was also intimated by IFA section that out of 238 proposals rejected during last Financial Year only 232 cases already submitted during last financial year itself.

It was intimated by O&M section that direction has already been issued to all sections to maintain reminder diaries and also forwarded the list of pending 'O&M observation to the affected officers for reply within a month.

PCDA directed E section, M section and Stores section to start sending high value vouchers to respective LAOs for special linking.

All the sections in main office and LAOs, RAOs made presentation on the work status to PCDA.

On review of the presentation the following directions were issued by PCDA:-

During E section presentation PCDA observed that there is a less booking under the MAP projects. He directed E section SAO to liaise with the project manager to evenly distribute the expenditure throughout the year. PCDA also directed E section SAO to provide details of the objection raised by E section during contract agreement scrutiny from June 2017 onwards and submit to PCDA in the form of Office Note. It was also intimated by E section out of 1236 BG's/FD's, 234 have already fed in the system and remaining will be completed soon.

PCDA also directed O&M Section SAO to provide the details of internal audit objection raised by O&M inspection team during AO GE inspection. PCDA directed EDP section to devise a programme for sending alert for renewal of PBG's/FD's.

During presentation PCDA directed that all letter addressed to HQrs should be shown to him before issue of fair copy.

(Action by : All sections in MO)

During presentation of T Section/Pay Section PCDA enquired whether the DTS system for booking Air Ticket has been implemented for DAD and Defence civilian. AAO AN Pay section II intimated that there are problems in booking. SAO T section intimated that the module is not implemented for Defence civilian. PCDA directed AN Pay II AAO to put a DO letter by Addl. CDA to HQrs Office regarding problem faced by them.

PCDA also directed T Section AAO to liaise with AN Pay II and examine the feasibility of implementing same for Defence civilians also. PCDA enquired whether T section is passing advance in r/o those personnel where the liquidation of the earlier advance is pending.

SAO T section intimated that few cases were made as per the request of the Executive. PCDA directed no relaxation should be made and payment for further advances shall be regulated as per rule.

(Action by: T Section)

During IA section presentation PCDA enquired whether MFAI report is sent to the Executive through a DO letter from the PCDA. While replying AAO IA section intimated that it is sent by normal letter by name.

During Civil Pay Section presentation, PCDA enquired about time taken in fixation of pay per case. PCDA directed SAO Civil pay to complete the pay fixation case on priority and intimated the same to the concerned personnel.

During presentation PCDA desired to open a Single Window system for processing of fund bills, medical advances and TA/DA advance within a period of one to two months, which will function in the lobby.

During Account section presentation, PCDA observed that 387 linking are pending from 03/2014. PCDA directed Accounts section to prepare Age wise analysis and submit to PCDA. He also advised SAO to be conversant with the section work under them. PCDA further directed Accounts section to analyse the nature of unlinked MROs and entrust the AAOs with the linking work within the time frame.

Regarding the amount lying under the RBI Suspense unclassified, it was intimated by SAO Accounts that the data pertaining to older period were not available with RBI CAS Nagpur and sought PCDA direction.

In reply PCDA directed Account Section to take up the matter with the HQrs office regarding the problem faced.

(Action by : Accounts Section)

During presentation it was intimated by D section that cheque payment are only made for custom duty payment.

During EDP presentation PCDA observed that Hardware requirement has not been forwarded to HQrs due to non receipt of the requirement from PAOs. PCDA directed EDP to send the report by end of this week. PCDA directed EDP section to make provision in PCDA website for showing the status of the bills submitted by suppliers/contractors. PCDA also directed AAO EDP to liaise with CDA R&D for ascertaining the practice followed by them.

(Action by : EDP Section)

At the end of the conference PCDA directed all sections to submit the requirement of furniture, scanners etc to AN I Section.

(Action by : All sections in MO/Sub Office/Admin .1)

It was brought to the notice of PCDA that telephone lines/fax are non-functional most of the times. It is intimated by AAO AN-III that all these telephone cables are very old and permanent solution not provided by BSNL inspite taking of the matter at higher level. If telephone connections are obtained through OFC cable, which involves change of telephone numbers, the issue of faulty telephone connections can be resolved.

PCDA permitted for the same and directed to convert the telephone lines through OFC cables involving the change of numbers.

(Action by : AN III Section)
