



कार्यालय: रक्षा लेखा प्रधान नियंत्रक

Office of the Principal Controller of Defence Accounts

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No. Pay Tech/GEN CORR/2022

Dated

16-09-2022

To

All units/formations

Sub: Streamlining the procedure for Recovery of Rent & allied charges

Ref: This office circular No.Pay Tech/Gen Corr/2021 dated 26-03-2021

Please refer to above cited circular on the subject. However, it has been observed that some of the units/formations are not effecting recovery of Rent & allied charges in the Regular Pay Bills submitted to this office. This leads to non-recovery/late recovery of these charges which result in loss of revenue to public exchequer. Ministry of Defence vide their letter No. 1(1)/2014-D (Q&C) dated 01-07-2022 had revised the Licence Fee w.e.f. 01-07-2020 for Defence Civilians. It may please be ensured that the enhanced rate of Licence fee is being recovered.

2. In order to streamline the procedure for recovery of Rent & Allies charges, it has been decided by the competent authority to strictly follow the under mentioned procedure, while forwarding the Regular Pay Bills to this office.

i) Necessary liaison may please be carried out with AAO, BSO concerned to obtain the Rent & Allied charges before preparing the Pay Bill of that particular month. In case, the License Fee bills are not forthcoming from AAO, BSO, it is requested to include the Fixed charges pertaining the govt. married accommodation (such as License Fee, Water Charges). The recovery of the LF and other Fixed charges pertaining to the particular month may be carried out in the Pay Bill of the same month.

ii) It has been observed that some units/formations are mentioning the LF, Electricity, Water and other charges in the Rent column, without showing the break up. As these are to be booked under different code heads, it is requested to mention, LF, Electricity, Water and other recovery, if any separately, to enable this office to compile these recovery to respective code heads.

iii) Electricity and other charges which are variable, should be recovered in the month in which the LF bills are received in units/formations. On receipt of Variable charges pertaining to different periods, the details of the same may be mentioned in the remarks column (Eg. Electricity Charges from Jan to March etc.).

iii) All Rent & Allied charges which are due up to August-2022 and not recovered in the Pay Bill of August-2022, may be invariably incorporated in the Pay Bill for the month of September-2022 with necessary liaison with AAO, BSO.

iv) From the Month of October-2022 onwards, Fixed charges for the month of October-2022 and all the charges of September-2022 (i.e. the previous month) are to be incorporated with necessary liaison with AAO, BSOs.

Assistant Controller of Defence Accounts (Pay)

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