

G-25018/1/2011-12/MF-CGA/FA/TS/ 87
GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
CONTROLLER GENERAL OF ACCOUNTS
7TH FLOOR, LOK NAYAK BHAVAN
KHAN MARKET, NEW DELHI-110003.

Date: 18.04.2012

MEETING NOTICE

Additional Controller General of Accounts will hold a meeting with Pr. CCAs/CCAs/CAs(holding independent charge) on 24.04.2012 at 11.00 a.m. in Swasti, O/o the CGA, 7th floor, Lok Nayak Bhavan, Khan Market, New Delhi to discuss issues relating to finalization of Annual Accounts(2011-12). Agenda for meeting is enclosed.

All Pr. CCAs/CCAs/CAs(holding independent charge) are requested to make it convenient to attend the meeting as scheduled. In case of any exigency, it may be ensured that the officer not below the level of Controller of Accounts is deputed to attend the meeting.



(M. Pran Konchady)
Jt. Controller general of accounts

Copy to:

1. Pr.CCAs/CCAs/CAs(holding independent charge)
2. PS to Addl. CGA(AN)
3. PA to Dy. CGA(AKS)
4. Technical Director, NIC
5. Sr. System Analyst, NIC
6. Sr. Accounts Officer, App. Accounts
7. Accounts Officer, App. Accounts
8. Accounts officer, Finance Accounts
9. Sr. Accounts Officer(Admn) for making necessary arrangements.

**Agenda for debriefing with field accounting offices
(Pr. CCAs/CCAs/CAs) on 24.04.2012**

1. Reduce opaqueness in Accounts. Viz. more than 50% expenditure booked under Minor Head 800-other Expenditure of the total expenditure under the Major Head.
2. Submission of precise/specific reasons in e-DDG package through e-Lekha, which will form the basis of Stage-I of, head wise Appropriation Accounts through e-Lekha system for FY 2011-12.
3. Bringing uniformity in nomenclature/description of heads appearing in DDG and e-Lekha accounts code directories.
4. Review of submission of SCTs for year 2010-11 against due date. SCT submission/acceptance through e-Lekha for FY 2011-12.
5. Review of submission of JEs for year 2010-11 against due date.
6. Review of balance (Dr./Cr.) under Major Head 8658 and linked Minor Heads.
7. Review of adverse balances under various Major Heads.
8. Adherence to calendar for Annual Accounts and related Stages for FY