

OFFICE OF THE PR. ACCOUNTANT GENERAL (A&E), PUNJAB, CHANDIGARH

Office Order No. TM-II/Office Order/2022-23/3

Dated: 06.05.2022

Office Order

In supersession to this office order No. TM-II/Office Order/2021-22/30 dated 13.01.2022, submission of Sectional Diary Report to Group Officer by all sections of Accounts Wing on Monthly basis (i.e. on last Tuesday of the month) henceforth is discontinued. SAOs/AOs of all sections are requested to clear their outstanding letter well within the time line for disposal of letters as per Manual of Office Procedure. Consolidated Diary Report of Accounts Wing submitted by TM Section to Group Officer should reflect NIL pendency of letters for more than two weeks.

-Sd-

Sr. Accounts Officer (TM)

Endst. No. TM-II/Office Order/2022-23/230-235

Dated: 06.05.2022

Copy forwarded to the following for information and necessary action:-

1. Secretary to Pr. Accountant General
2. Sr. DAG (A/Cs) Cell
3. All Branch Officers, Accounts Wing and Sections
4. ITA
5. Admn-1
6. ITSC

Sr. Accounts Officer (TM)