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प्रधान महालेखाकार (ले० एवं ह०) का कार्यालय, बिहार, पटना।

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), BIHAR, PATNA.

No. WM-I- (2022-23)- का० आ०सं०- 61

Dated: 18 /11/2022

### Office Order

Several letters have been received from the DAs/DAOs cadre association regarding simplification of the matter related to sanction of Leave. From the perusal of such letters it has been found that there has been unnecessary delays in forwarding for sanction of Earned Leave, LTC of DAs/DAOs cadre officials. As such competent authority has decided that one copy of Service book and Leave account will be maintained by this office for sanctioning of Earned Leave, LTC directly by this office of DAs/DAOs cadre officials. As precaution, Division may continue to maintain one set of Service book. The service book will be updated annually by this office and a copy of the same will be sent to respective Divisions for necessary update in their set of Service book also.

Hence all the Executive Engineers of respective Divisions are directed to send the original Service Book along with updated Leave Account duly certified of all DAs/DAOs cadre officials to this office by 30.11.2022.

Deputy Accountant General / (Works)