

**OFFICE OF THE ACCOUNTANT GENERAL (A&E)-II,
UTTAR PRADESH, PRAYAGRAJ**

No: AE-II/03/WM-I/Gr.-I/Association/62/Vol.-II/981

Date: 10-01-2023

Office Order

Time schedule for re-verification of recognized Service Association is hereby annexed as Annexure for information of UP DAO/DA Association. All the concerned are directed to adhere to the time schedule for applying re-verification/recognition of the above Association.

Annexure-As above.


Sr. Dy. Accountant General/ DACC

No: AE-II/03/WM-I/Gr.-I/Association/62/Vol.-II/1630-1632 Date: -01-2023

Copy forwarded to the following for information and necessary action-

1. Secretary to the AG (A&E)-II, UP, Prayagraj.
2. General Secretary UP DAO/DA Association through office website.
3. Sr. Accounts Officer (Computer Cell), Office of the A.G. (A&E)-II, U.P., Prayagraj with the request to upload the office order on office website.


Sr. Accounts Officer/WM-I

ANNEXURE

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Time schedule for conducting re-verification of already existing recognized Associations where the extended period of five years is over as well as for processing fresh application including 2nd Associations, if any.

1	Notifying that the recognition of already existing Association likely to be over and the process of re-verification of Membership need to be started.	Six months prior to expiry of the date of recognition earlier granted to them
2.	Inviting of applications from the already existing Associations for re-verification of Membership. Fresh applications should be called for alongwith the under mentioned essential documents. i. Constitution/Bye-laws of Associations ii. Memorandum of Association iii. List of Office-Bearers iv. Updated Membership position	A date may be fixed by the concerned Head of Office not later than 20 days from the date at SL.No. (1) above.
3.	Scrutiny of Constitution/Bye-laws of the Association to ensure that various provisions conform to the conditions prescribed under the CCS (RSA) Rules, 1993 as well as this office Circular No. 295-NGE (JCM)/40-94/1 dated 17.04.1995.	Within 30 days from the date fixed at SL. No (2) above.
4.	Re-submitting the amended Constitution etc. after preliminary observations, if any, made by the Head of Office on scrutiny of documents as per (3) above.	Within 30 days from the date worked out at SL.No. (3) above.
5.	Notifying for the information of the employees the names of the Association which prima-facie fulfill all the conditions of recognition laid down in this office Circular No. 295-NGE (JCM)40-94/1 dated 17.04.1995 and calling for written declaration for deduction of Membership subscription on a monthly basis, from the employees, so that the recovery through pay rolls in respect of all the employees may start from the same month.	Within 30 days from the date worked out at SL. No. (4) above.
6.	Effecting recovery of the subscription from the pay rolls based on the declaration given by the employees in the prescribed format enclosed with the GOI, DoPT and OM No. 2/10/80-JCA dated 31.01.1994.	The recovery of subscription through pay rolls may start in the same month or the next month on the basis of valid consent letter.
7.	Forwarding of fresh application along with documents viz. i. Constitution/Bye—laws of Association ii. Memorandum of Association iii. List of Office-Bearers iv. Updated Membership received from Associations, including 2 nd Associations, if any, for obtaining prior approval and grant of recognition by the Headquarters office. (b) Similar documents in respect of existing Associations after granting them recognition for a further period of five years alongwith their Membership position as verified through check-off System, for reference and record of Headquarters Office.	Within 20 days after the necessary action is taken as per step (6) mentioned above.