

No: Admn./A/2023-24/229



कार्यालय प्र. महालेखाकार (लेखा व हकदारी)

हिमाचल प्रदेश, शिमला-171 003

OFFICE OF THE Pr. ACCOUNTANT GENERAL (A&E)
HIMACHAL PRADESH, SHIMLA-171003

दूरभाष# 0177-2652612-19 फ़ैक्स# 0177-2651743

Dated: - 24-08-2023

OFFICE ORDER

It has come to notice that the officials, who attend the office on holidays and claim compensatory leave in lieu of their attending the office on holidays, come to office late and leave the office early on such holidays.

Therefore, all the concerned Sr. Accounts Officers and Assistant Accounts Officers are directed to ensure the presence of their staff in the office strictly as per official timing, whenever, they attend the office on holidays and avail compensatory leave. They will get the work assigned to the staff attending the office on holidays, approved by Group Officers beforehand and will submit the report with regard to the work done to the Dy. Accountant General on next working day. Officials will be sanctioned the compensatory leave after the report of work done is approved by the Dy. Accountant General concerned.

**Authority:- Pr. Accountant General order dated 24-08-2023 in file No.
Admn./K- 19/Guard File/ 2023-24/**

-Sd/-

Deputy Accountant General (Admn)

Endst: - No. Admn./K-19/Guard File/ 2023-24/1911-18

Dated: 24-08-2023

Copy forwarded for information and necessary action to:-

1. Sr. Pvt. Secy. to the Pr. Accountant General.
2. PA to the DAG (Admn/ Funds & Pension).
3. PA to DAG (A/cs & VLC).
4. The Welfare Officer, O/o the Pr. Accountant General (Audit), H.P. Shimla-3 for necessary action.
5. All the Branch Officers of the office of the Pr. Accountant General (A&E).
6. AAOs and other staff members through email.
7. 'A' Series file/Administration.
8. Notice Board.


Sr. Accounts Officer (Admn.)