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Progressive Monthly Expenditure Report For Month: March and Year: 2021-2022

OFFICE / DDO NAME :- PAG (AE), Uttarakhand, Dehradun
PAY & ACCOUNTS OFFICE :- PAO, O/O THE PR. AG (A&E) UTTARAKHAND, DEHRADUN

Standard Numeric Codes	Head, Subhead and other Details	Budget Estimates	Additional Budget Allotted	Net Allotted Budget as on Date	Total Net Expenditure	Available DDO Budget
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MH: 2016

Group A

0001	Salaries					
	Pay of Officers	4676.00	0.00	4214.70	4052.45	162.25
	Grade pay of Officers	0.00	0.00	0.00	0.00	0.00
	Leave Encashment (LTC)	0.00	92.00	84.90	84.86	0.04
	Arrears	0.00	722.00	721.42	721.42	0.00
	Dearness/Foreign Allowance	840.00	242.00	1082.00	1030.69	51.31
	Festival Advance (Officers)	0.00	0.00	0.00	0.00	0.00
	Other Allowances					
	House Rent Allowances	541.00	0.00	297.89	304.89	-7.00
	Honorarium	0.00	8.00	8.00	5.00	3.00
	Children Education allowance	0.00	0.00	0.00	0.00	0.00
	Leave Travel concession	0.00	20.00	(34.53)	3.22	-37.75
	Transport Allowance	83.00	31.00	113.50	112.79	0.71
	Dearness Allowances on T.A	14.00	17.60	30.90	30.87	0.03
	Any other Allowances	0.00	1.32	1.32	1.32	0.00
	Other Allowances Total	638.00	77.92	417.08	458.09	-41.01
	Salaries Total	6154.00	1133.92	6520.10	6347.51	172.59
0006	Medical Treatment	0.00	20.00	5.07	6.32	-1.25
0011	Domestic Travel Expenses	280.00	300.00	580.00	590.54	-10.54
0012	Foreign Travel Expenses	0.00	0.00	0.00	0.00	0.00
	Group A Total	6434.00	1453.92	7105.17	6944.37	160.80

MH: 2016

Group B

00001	Salaries					
	Pay of Officers	23448.00	2140.00	25588.00	25599.83	-11.83
	Grade pay of Officers	0.00	0.00	0.00	0.00	0.00
	Leave Encashment (LTC)	0.00	3121.00	821.00	610.05	210.95
	Pay of N.G Estt.	93026.00	9160.00	102186.00	102186.80	-0.80
	Grade Pay N.G Estt.	0.00	0.00	0.00	0.00	0.00
	Arrears	0.00	1525.10	1525.10	1510.64	14.46
	Dearness/Foreign Allowance	21654.00	12210.00	33864.00	33857.34	6.66
	Festival Advance (Officers)	0.00	0.00	0.00	0.00	0.00
	Bonus	0.00	1500.00	1463.36	1463.36	0.00
	Other Allowances					
	House Rent Allowances	9348.00	1700.00	11048.00	10904.34	143.66
	Honorarium	0.00	150.00	150.00	104.96	45.04
	Children Education allowance	3240.00	0.00	2889.00	2835.00	54.00
	Leave Travel concession	0.00	2900.00	2900.00	2681.93	218.07
	Transport Allowance	5466.00	170.00	5636.00	5652.96	-16.96
	Dearness Allowances on T.A	930.00	557.00	1487.00	1491.23	-4.23
	Any other Allowances	173.00	356.00	527.00	524.40	2.60
	Other Allowances Total	19157.00	5833.00	24637.00	24194.82	442.19
	Salaries Total	157285.00	35489.10	190084.46	189422.83	661.63
00002	Wages	0.00	0.00	0.00	0.00	0.00
00003	Overtime Allowances	0.00	0.00	0.00	0.00	0.00
00006	Medical Treatment	3758.00	0.00	3700.00	2704.31	995.69
00011	Domestic Travel Expenses	2459.00	0.00	2426.00	2390.40	35.60
00012	Foreign Travel Expenses	0.00	0.00	0.00	0.00	0.00

0 0 1 3	Office Expenses					
	L.P.S	535.00	150.00	685.00	701.98	-16.98
	O.O.E					
	Telephone and Trunk call Charges	266.00	0.00	266.00	232.72	33.28
	Service postage and telegram charges	630.00	0.00	630.00	663.82	-33.82
	Misc. Procurement of goods and materials	1054.00	0.00	1054.00	1053.97	0.03
	Electricity & Water charges	7772.00	0.00	2812.29	2812.29	0.00
	Hiring of Inspection Vehicle	185.00	490.00	675.00	830.82	-155.82
	Office expenses (Misc. Procurement of Services)	1415.00	0.00	1415.00	1289.93	125.07
	Reimbursement of News Paper/Brief case claims	310.00	0.00	310.00	553.00	-243.00
	Office expenses (Misc. Others)	0.00	0.00	0.00	0.00	0.00
	O.O.E Total	11632.00	490.00	7162.29	7436.55	-274.26
	Others	0.00	0.00	0.00	0.00	0.00
	Special Contingencies (New)					
	Purchase of Modular Furniture	0.00	0.00	0.00	0.00	0.00
	Purchase of Office Furniture	0.00	730.00	730.00	729.99	0.01
	Purchase of Air conditions	0.00	0.00	0.00	0.00	0.00
	Purchase of CCTV Cameras	0.00	0.00	0.00	0.00	0.00
	Purchase of staff car	0.00	0.00	0.00	0.00	0.00
	Other Procurement of goods(Photo copiers/FAX etc.)	0.00	0.00	0.00	0.00	0.00
	Procurement of Services	0.00	0.00	0.00	0.00	0.00
	Others	0.00	0.00	0.00	0.00	0.00
	Special Contingencies (New) Total	0.00	730.00	730.00	729.99	0.01
	Office Expenses Total	12167.00	1370.00	8577.29	8868.52	-291.22
0 0 1 4	Rent, Rates and Taxes					
	Building Rent	0.00	0.00	0.00	0.00	0.00
	Municipal/Property taxes	0.00	0.00	0.00	0.00	0.00
	Others	0.00	0.00	0.00	0.00	0.00
	Rent, Rates and Taxes Total	0.00	0.00	0.00	0.00	0.00

0016	publications					
	Audit and Account Reports etc. wrt HQ Approval	0.00	282.50	282.50	576.05	-293.55
	Admin Reports and Magazines etc	0.00	58.20	58.20	58.18	0.02
	Others	0.00	0.00	0.00	0.00	0.00
	publications Total	0.00	340.70	340.70	634.22	-293.52
0027	Minor Works					
	HQ Admin approved	0.00	3215.00	0.00	0.00	0.00
	HOD's Approved etc	0.00	0.00	0.00	0.00	0.00
	Others	0.00	0.00	0.00	0.00	0.00
	Minor Works Total	0.00	3215.00	0.00	0.00	0.00
0028	Professional Services					
	Outsourcing of MTS	1920.00	0.00	1920.00	2072.66	-152.66
	Security	941.00	0.00	772.98	772.98	0.00
	DEOs, Steno, Driver etc.	204.00	90.00	294.00	314.84	-20.84
	Hiring of Retired Personnel	50.00	568.70	618.70	708.49	-89.79
	Legal Charges etc	0.00	47.00	47.00	67.77	-20.77
	Others	0.00	113.00	113.00	126.50	-13.50
	Training					
	Group A	0.00	0.00	0.00	0.00	0.00
	Group B and Others	0.00	0.00	0.00	0.00	0.00
	Training Total	0.00	0.00	0.00	0.00	0.00
	Outsourcing for cleaning works	3694.00	95.20	3789.20	3789.13	0.07
	Outsourcing of Canteen staff	0.00	0.00	0.00	0.00	0.00
	Hiring of Experts	0.00	0.00	0.00	0.00	0.00
	Professional Services Total	6809.00	913.90	7554.88	7852.38	-297.50
0031	Grants-in-aid-General	0.00	300.00	300.00	219.84	80.16
0032	Contribution	0.00	0.00	0.00	0.00	0.00

0050	Other Charges	0.00	2.50	2.50	2.50	0.00
0070	Deduct Recoveries	0.00	0.00	0.00	0.00	0.00
9913	Information Technology					
	IT-AMC,Stationary and Cartridge etc.	0.00	546.00	546.00	568.14	-22.14
	IT-Hardware Software	0.00	843.83	843.83	926.81	-82.99
	IT-Others	0.00	66.67	66.67	66.67	0.00
	Information Technology Total	0.00	1456.50	1456.50	1561.62	-105.13
	Group B Total	182478.00	43087.70	214442.33	213656.62	785.71

MH: 2016

Group C

0001	Salaries					
	Pay of Officers	11493.00	0.00	10678.70	10673.80	4.90
	Grade pay of Officers	0.00	0.00	0.00	0.00	0.00
	Leave Encashment (LTC)	0.00	150.00	150.00	50.44	99.57
	Arrears	0.00	1186.00	1185.19	1179.27	5.93
	Dearness/Foreign Allowance	2131.00	628.00	2759.00	2757.13	1.87
	Festival Advance (Officers)	0.00	0.00	0.00	0.00	0.00
	Other Allowances					
	House Rent Allowances	1627.00	20.00	1647.00	1603.10	43.90
	Honorarium	0.00	56.00	56.00	29.36	26.64
	Children Education allowance	0.00	0.00	0.00	0.00	0.00
	Leave Travel concession	0.00	500.00	500.00	385.04	114.97
	Transport Allowance	421.00	0.00	345.60	345.60	0.00
	Dearness Allowances on T.A	72.00	17.00	89.00	88.99	0.01
	Any other Allowances	126.00	153.00	279.00	279.00	0.00
	Other Allowances Total	2246.00	746.00	2916.60	2731.09	185.51
	Salaries Total	15870.00	2710.00	17689.49	17391.72	297.78
0006	Medical Treatment	72.00	0.00	72.00	43.07	28.93

0011	Domestic Travel Expenses	377.00	0.00	377.00	361.92	15.09
0012	Foreign Travel Expenses	0.00	0.00	0.00	0.00	0.00
	Group C Total	16319.00	2710.00	18138.49	17796.71	341.79

Statement of Internal Control

1. Scope of Responsibility

As the Head of the Department of IA&AD, O/o the Accountant General (A&E), Uttarakhand, Dehradun, I am responsible, inter alia, for the preparation of expenditure and other statements relating to this department. The accounts/statements of the Department have been prepared accordingly. Rule 64 of the General Financial Rules also, inter alia, stipulates that I shall ensure that the public funds appropriated to the Department as reflected in the accounts have been used for the purpose for which they were meant. I am satisfied that the organizational structure of my department as well as internal controls including internal audit, are geared to effectively ensure that the public money is spent for the purposes which are authorized and are correctly brought to Government accounts without delay and are properly reflected in the accounts.

In my considered view the organisational structure of the Department and the internal control framework functioned effectively to identify and manage the risks.

2. The Risk & Control Framework

The major area of risk in the economic, efficient and effective functioning of my department is:

Due to shortage of staff in Accountant cadre (64 %), the ideal segregation of duties scenario is not possible as many of the officials are handling dual charges. This has an adverse impact on the checks and balances system. The office tries to manage within the given human resources but this risk has the potential to increase the probability of occurrence of errors.

3. Capacity to Handle Risk

In my office risks are handled through specific delegation of responsibilities and powers to different levels as well as through effective supervision and monitoring. Within the constraints of manpower shortage, I consider the arrangements for handling of risk through this process to be adequate.

4. Purpose of the System of Internal Control

The office follows the internal control procedures and other orders issued by the government including the Ministry of Finance. I have monitored the observance of the internal control procedures and I am satisfied that these were followed effectively.

5. Review of Effectiveness

The effectiveness of the internal control procedures is overseen through the mechanism of internal audit. The results of such audit are brought to my notice and wherever necessary, rectificatory action is taken promptly. I am satisfied that the internal audit was effective in bringing out the deficiencies of the internal control.

Remarks

The monthly figures have been verified and reconciled by Pay and Accounts Office as detailed below in attached Annexure.
Statement on Internal Control
(For the month of March, 2022)

Annexure

Gr.A

Progressive Total Expenditure as per DDO Progressive Total Expenditure as
per PAO Difference Reason for difference
Rs. 69,44,366/-

Rs. 69,44,366/-

NIL

Gr.A (NON IA&AS)

Progressive Total Expenditure as per DDO Progressive Total Expenditure as
per PAO Difference Reason for difference
Rs. 1,77,96,705/-
Rs. 1,77,96,705/-

NIL

Gr.B & NGE

Progressive Total Expenditure as per DDO Progressive Total Expenditure as
per PAO Difference Reason for difference
Rs. 21,36,14,657/-

Rs. 21,36,14,657/-

NIL

**Certified that the expenditure figures booked by our office are duly reconciled with
Pay and Account Office**