
	<p>कार्यालयरक्षालेखानियंत्रक (सेना) मेरठछावनी O/o the CDA(Army) Meerut Cantt बेल्वेडियरपरिसर, आयुधपथ, मेरठछावनी Belvedere Complex, Ayudh Path, Meerut Cantt E-mail: cdaarmymeerut</p>	 भारत 2023 INDIA वैश्व कृतस्यकम् ONE EARTH • ONE FAMILY • ONE FUTURE
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IMPORTANT CIRCULAR

To,

All Section in main office
All Sub Offices in the organization
(through Website/e-mail)

**Subject: Monthly certificate on Review of Sectional Compilation:
regarding**

**Reference : HQrs. Office letter No.AN/II/13640/Rev of Sec Comp/22-
23/Vol.II dated 26-07-2023 (copy attached)**

In inviting reference to letter cited under reference on subject matter it is intimated that issue regarding correct and accurate booking of expenditure against the allocated budgetary allocation is being regularly highlighted during regular meeting with HQrs. Office. Despite repeated instructions, issued from time to time, 08(eight) journal entries cases pertain to FY-2022-23, were sent to HQrs office. These cases were due to misclassification/left over punching medium and same has been viewed with concern. Interestingly, journal entry was proposed under class-V punching medium which are meant for fresh booking and same could not be considered at the later stage. Such type of negligence and violation of repeated instructions is not appreciable. It is needless to add that such cases should not be happen repeatedly.

2. This is brought to the notice of all concerned, due to persistent reasons of misclassification/incorrect adjustments/left over punching medium, cases of journal entry are happening every year. Therefore, in order to ensure that under no circumstances any expenditure is left for booking after closing of accounts for Supplementary-I(i.e.March Final). Accordingly, while forwarding monthly sectional compilation certificate to this office it may be ensured that transactions taken place during the month have been uploaded during the month and NCS compilation.

3. It is reiterated, at the time of forwarding of monthly sectional compilation certificate to this office, instructions contained in Para-289 of Office Manual Part-II Vol.I and issued by HQrs. Office vide their letter dated 09-12-2022 (copy enclosed), are being strictly adhered to,

5. Please acknowledge receipt

(Virendra Kumar)
Sr.Accounts Officer(A/Cs)

File No.A/C//Journal Entry/2023-24

Dated - 03 09-2023
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Copy to :

IT&S Cell
local

For uploading the same on website.

(Virendra Kumar)
Sr.Accounts Officer(A/Cs)

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3/10 IT&S cell