

DEVELOPMENT AUTHORITY
Office of the Chief Accounts Officer
Vikas Sadan, New Delhi

No. F.6 (1) 2016-17/ Annual Accounts/15-16/DDA/490

Dated: - 16.08.2016

CIRCULAR No-17/2016

Sub: Preparation of FDR's regarding.


The audit while conducting the certification audit of Annual Account of the Authority for the year 2015-16, has pointed out that FDR amounting to Rs.1.61 crore was not included in Schedule 'P' "Investment and Bank Balances. It has been noticed that the FD was got prepared by one of the zone and reported at a very later stage to Head Quarter and, as such, the same was omitted to be included in Schedule 'P'.

In order to have a consolidated record of FDs at Head Quarter, it has been decided that FDs may be got prepared through Accounts (Main) at Head Quarter in future. In case it is found necessary to prepare FD by the zones, this may be immediately reported to the Head Quarter so that the same could be included in the statement of FDs for incorporation in annual accounts.

All concerned are, therefore, directed to adhere to the aforesaid instructions strictly. Any deviation to the laid down procedure will be viewed seriously.

(SANTOSH KUMAR)
Chief Accounts Officer
DDA

1. PS to FM for kind information of the latter.
2. Dy. CAO (A/Cs).
3. Dy. CAO (HQ)-I.
4. All Zonal Dy. CAOs.
5. Sr. AO CAUs (South Zone, North Zone, East Zone, Dwarka, Rohini & P & CWG).
6. Sr. AO Cash (Main)
7. Sr. Cash (Housing)
8. Sr. AO (Contingency)
9. Sr. AO (Sports)
10. P & AO (PE)


Chief Accounts Officer