

MINUTES OF THE MONTHLY SAO/AO CONFERENCE
HELD ON 20th March, 2017

Monthly conference of Heads of PAOs(ORs) in Bengaluru and SAO/AO/AAOs of Main Office was held in the Conference Hall, Main Office of PCDA Bengaluru on 20th March, 2018 at 11.30 AM.

The meeting was presided over by Dr. M. ANJANEYULU, IDAS, PCDA and attended by the following officers:

1. Smt. K.G. Amulya, IDAS, DCDA
2. Shri Praveen Reddy, IDAS, DCDA
3. Shri Sandeep S P , IDAS, ACDA
4. In- Charges of all PAOs (Local)
5. All SAOs/AOs & AAOs in Main Office

Shri Sandeep S P, ACDA(IA), welcomed PCDA as well as other officers present in the conference. He then requested PCDA to address the gathering. At the outset, PCDA conveyed his best wishes to Shri Praveen Reddy, DCDA on his new assignment as FA to MS(V), Vizag and appreciated his untiring and dedicated work done to the organisation. Further, keeping in view the closing of the current financial year PCDA directed all the officers to put in extra efforts to clear the bills. He also directed that all the concerned sections have to necessarily work on last Saturday i.e 31st March, 2018.

PCDA asked the sections concerned to give presentation on the status of work.

'Internal Audit' section brought out the position of pending letters and bills reflected in February, 2018 and also apprised the updated status on date. PCDA enquired about pendency of 79 bills, with oldest date 02-02-18 of AN Pay.II section. He then advised AN Pay.II section to initiate a letter to HQrs office for additional allotment of funds under TA/DA head.

(Action by AN.Pay.II Section)

The Sr.AO of 'EDP' Section made a presentation of the status of work and functioning of 'TULIP' system. The following issues were discussed during presentation:

1. Utilization of Budget allocation for regular, Hardware and for Model PAO
2. Major IT projects viz. TULIP , HAL Accounting System, ITMS(Info Tech Management System), New Compilation System, NIDHI, BHAWAN, VISHWAK and Web Site.
3. Other Softwares/ Utilities:
 - (a) MRO Linking
 - (b) DAD Quartering
 - (c) DHR
 - (d) PM preparation and generation of CSV utility
 - (e) Several reports related to Accounts, Pay section, Audit sections and Records section.
 - (f) Customs Duty Payment facility through 'TULIP' by HAL Cell.

As per schedule Sr.AO of 'O&M' section made presentation on functioning and activities of the section as follows:

1. Periodical inspection of various sections in Main Office and Sub Offices
2. Issue of Inspection Reports to the concerned Sections/Sub Offices duly approved by CA
3. Watch replies to O&M inspection reports and to ensure that suitable remedial action is taken by Sections/Sub Offices with regard to lapses/omissions pointed out in Inspection Reports
4. It was intimated that 26 In-house Training secessions had been conducted on various subjects for the staff. Apart from training courses, during Training and Development Week 2017, 4 Quiz contests, 1 Debate Contest and 1 Essay competition conducted.
5. Suggesting agenda points/training subjects to Training Advisory Meeting and nominate staff/officer for the courses conducted by the RTC/ NADFM/NIFM/CENTRAD
6. Rendition of 'Quarterly Achievement Report' to Hqrs. w.r.t. the targets fixed by Hqrs.
7. Furnishing replies to CGDA Inspection Reports.

Sr.AO of 'O&M' section further apprised that all CGDA observations were settled. In this connection, PCDA inquired about the observations which have to be monitored internally and submit the report. In addition, PCDA inquired about the mechanism to assess/impact of RTC training. In this connection PCDA directed to devise a mechanism to assess the training imparted by RTC and submit the feedback to observe the functional improvement.

(Action by 'O&M' Section)

'PBOR' Section also gave the presentation about functioning of seven PAOs and the position of DOsII rejection. Sr.AO of 'PBOR' Section apprised that 38543 IVRS calls were received and sorted out. As far as Recorded complaints, only 09 complaints, having oldest date 18-03-2018, are pending out of 84 recorded complaints. The following issues were also discussed:

- Processing of Dos.II - 02/2018
- Master Missing cases
- DOs.II Rejections - 02/2018
- Analysis of DOs.II Rejections & Non-Actionable items.
- Status of Invalid DOs.II (Accumulated)
- Invalid DOs.II age-wise analysis.
- AFPP Fund Bills status
- TA/DA/LTC Claims
- Status of all FS cases
- Status of LPC cases
- Status of RTI/CPGRAMS letters

PCDA adversely commented that PAO(ORs) CMP and PAO(ORs) PARA Dos.II rejections are on the higher side. In reply, In-charge of PAO(ORs) PARA intimated that the reason for higher side of rejection are due to rejection of MACP DOs.Pt.II order of TA personnel. In this connection PCDA directed 'PBOR' section to monitor the issue and submit the progress in next month presentation.

(Action by concerned PAOs and 'PBOR' Section)

The conference ended with vote of thanks to the Chair.


A C D A (IA)