

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS

ULAN BATAR ROAD, DELHI CANTT-110010

NO. AN/XI/11206/FR- 56 (J)/2010/QE-12/2010

Dated 9.12.2010

To

The Pr. C of A (Fys) Kolkata

The Pr. CDA -----

The CDA -----

Subject: - Review of Cases under FR 56(J) Quarterly Report for the QE-12/2010

Reference: - This HQ Office Circular letter No. AN/XI/11206/V/VOL-V dated 05/06/1986 & AN/XI/11206/V/VOL-VII dated 21/09/1990 (Copies enclosed).

PCsDA/CsDA are requested to refer to HQrs above mentioned circulars, regarding Review of cases under FR. 56 (J), wherein it was impressed to strictly adhere to the time schedule for the review of the cases and also to render the reports to this office before due dates i.e. on 25th of the particular quarter instead of last working day of the particular quarter.

2. In spite of the fact that the requisite review is to be done six months before the employees attain the age of 50 years/55 years or complete 30 years of qualifying service, PCsDA/CsDA are not sending the report by due date. As a result, this office is unable to furnish the consolidated report to the Ministry in time which attracts adverse comments from the Ministry.

3. It is once again impressed upon all PCsDA/CsDA to strictly adhere to the time schedule for the review of the cases as mentioned in Para 3 of HQ Office Circular No. AN/XI/11206/V/VOL-V dated 05/06/1986, ^{and} render the requisite report in the format given below in respect of Group-'B' (AAO/PS only) and Group-'C' employees (*including Group-D re-designated as MULTI TASKING STAFFS*) so as to reach HQrs office on 25th of the particular quarter. The report for the Q.E 12/2010 should reach this HQrs office on 25.12.2010 positively.

4. It may be ensured that all the cases due are reviewed and no case is shown pending to avoid adverse comments from the Ministry. In case it is unavoidable to keep a case pending for review, adequate reasons for pendency of the case must be given along with the steps taken for the finalization.

5. Nil report is also required.

6. Please acknowledge receipt.

Continued...

FORMAT

Sl. No	Group	No of cases pending in previous QE-09/10	No. of cases fallen due in QE-12/10	No of cases reviewed in QE-09/10	No of cases pending at the end of QE-12/10 with reasons for delay	No. of Cases prematurely retired after Review during 12/2010.	Details of cases prematurely retired during 12/2010

Sd
(Z.V.S. PRASAD)
Jt. CGDA (AN)

Copy to:-

- (i) AN-I Section (Local) - For similar action in r/o IDAS Officers.
- (ii) AN-II Section (Local) - For similar action in r/o SAOs/AOs/ Hindi Officers/Sr.Private Secretaries.
- (iii) AN-IV Section (Local) - For similar action as above
- (iv) The EDP Cell- For uploading on the CGDA Website.

Susheel Koul
(SUSHEEL KOUL)
Accounts Officer (AN)
9/12/10

CONFIDENTIAL/IMMEDIATE CIRCULAR

No: AN/XI/11206/IV/56(J)/VII

Office of the C.G.D.A.,
West Block-V, R.K.Puram,
New Delhi - 110 066.

Dated: 24.09.1990.

To

The Chief CDA(P); Allahabad
The Chief C of A(Fys) Calcutta
All CsDA
Jt.CDA(Funds) Meerut.

Subj: Review of cases under FR 56(J).

Ref: This office circular letter No. AN/XI/11206/IV/Vol-V
dated 5.6.1986.

CsDA are requested to refer our above mentioned circular letter regarding Review of cases under FR.56(J). In our above circular it was impressed upon all the CsDA to strictly adhere to the time schedule for the review of the cases and also to render the reports to this office before due dates shown in para 5 thereof.

In spite of issue of clear instructions, certain CsDA are not sending the report before due dates. As a result this office is unable to furnish the consolidated report to the Ministry in time. This has been viewed very seriously by the C.G.D.A. Further, it has been observed from the reports that the number of cases pending review is on the increase. This has been adversely commented upon by the Ministry. Most of the cases pending review is either due to non-availability of ACR dossier or non-finalisation of ACR in time. In accordance with the time schedule laid down in para 3 of our circular letter dated 5.6.1986, CsDA are required to review the case within 5 months before the employee attain the age of 50/55 years or complete 30 years of qualifying service. In spite of the fact that the requisite review is to be done 6 months in advance as mentioned above, the reasons for the inability of CsDA to obtain the wanting ACR dossiers and /orto finalise the ACR of the concerned case in time, are not understood.

The CGDA desires that all the CsDA must monitor the progress of all the pending cases and make concerted efforts to bring down

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the pending cases to nil and also ensure to submit the reports to this office before due dates. In case it is unavoidable to keep a case pending for review, adequate reasons for pendency of the case must be explained on the report alongwith steps taken for its finalisation for perusal of the C.C.D.A.

Please acknowledge receipt.

R.K. Chawla
(R.K.CHAWLA)
Audl.C.C.D.A.(AN)

CRB
m/g

Copy to:-

AN/I, II & IV Section(local)

K.C. Agarwal
(K.C.AGARWAL)
For C.C.D.A.

CRB
m/g

CONFIDENTIAL / IMMEDIATE CIRCULAR

No. AN/XI/11206/IV/Vol.V,
Office of the C.G.D.A.,
West Block-V, R.K.Puram,
New Delhi - 11 00 56

Dated: 5-6-86.

To:

All Controllers of Defence Accounts,
The Controller of Accounts (Fys) Calcutta
The Ct. CDA (Funds) Meerut.

Sub: Review of cases under FR 56(J)

Ref: This office Circular letter Nos.
a) AN/XI/11206/IV/V dt. 5-9-85
b) AN/XI/11206/IV/V dt. 18-3-86.

CsDA are requested to refer to our above mentioned circulars regarding Review of cases under FR 56(J). In our Circular letter dated 18-3-86, it was impressed upon all the CsDA to render the quarterly report on the above subject on due dates (to reach this office by the 3rd of succeeding the quarter).

2. In spite of issue of many circulars, certain CsDA are not sending the report before the due dates. As a result of which this office is unable to furnish the consolidated report to the Ministry in time. Reminders are also being received from the Ministry for non rendition of the report to them on time by this office. This has been viewed very seriously by the Addl. CGDA (AN).

3. As per G of I DP & AR OM No. 25013/14/77-Estt(A) dt. 5-1-78 circulated to all CsDA under this office circulation slip No. 35 dt. 31-1-78, bearing the file No. 20016/AN/G, and also as per G of India M of O/D/Vig) UD No. PC(2)31011/1/VIG/05 dt. 19-8-85, circulated under our letter dt. 5-9-85 the CsDA are required to review the cases with in 6 months before the employees attain the age of 50 years/55 years or complete 30 years of qualifying service. The time schedule is as under:-

Quarter in which review is to be made.

Cases of employees who will be attaining the age of 50/55 years or will be completing 30 years of service or 30 years of service qualifying for pension, as the case may be in the quarter indicated below to be reviewed.

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- 20
1. Jan to March July to September of the same year
 2. April to June Oct. to Dec. of the same year
 3. July to Sept. Jan to March of the same year
 4. Oct. to Dec. April to June of the next year.

4. In spite of the fact that the requisite review is to be done in advance as mentioned above, the reasons for the inability of certain CsDA to render the said report in time are not understood. The undersigned has been directed to obtain the same for further examination.

5. However, in order to render the report in-time to the Ministry, it has since been decided, that commencing from Quarterly report for DE 6/86, the CsDA may send the report as per the position existing as on 25th of the particular quarter instead of last working day of the particular quarter, and intimate any change in figures which may be far and few between, telegraphically on or before 30/31st of the month so that we could consolidate the report well in time, and render the same to the Ministry before due date. The report as mentioned above should now reach this office on or before 31st of the particular quarter (ie 30-6-86, 30-9-86, 31-12-86 and 31-3-87 and so on.)

It is once again impressed upon all the CsDA to strictly adhere to the time schedule for the review of the cases as mentioned under para above, and also to render the reports to this office before the due dates as mentioned under para above.

Please acknowledge receipt of this circular letter.

J.K. Mahalingam

(J.K. MAHALINGAM)

FOR CONTROLLER GENERAL OF DEFENCE ACCOUNTS.

Copy to:

1. AN/I Section (local) AN-II (local)
2. AN/IV Section (local)
3. Library, Monday list.

N. Santhanam

(N. SANTHANAM)

FOR ACCOUNTS OFFICER (ADMIN).

And...