

O.O.No. 33

Dated: 12.05.2014

OFFICE ORDER

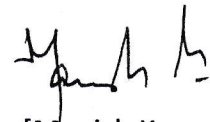
Consequent upon their re-engagement vide EO No. 664 dated 01.05.2014 issued by Dy. Director (P)-I, S/Shri S.K. Minocha, Director, Finance (Retd.), Shri Ashok Kumar Sharma, Director, Medical & Pension (Retd.), and Shri Sudhir Kumar Sharma, Dy. CAO, LC-II (Retd.) have joined their duties as Consultants in the office of CAO, DDA in the forenoon of 02.05.2014 and 01.05.2014 respectively. These re-engaged Consultants have been accordingly assigned work as under:-

1. Shri S.K. Minocha will look after the work of Director (Finance) with all administrative powers relating to routine matters in addition to following works:-
 - a) Post Audit of Vouchers to make it more effective.
 - b) The computerization of post audit of audit observations.
 - c) Proper monitoring of Audit notes through DDA Website.
 - d) Supervision of post audit of Work Audit Cells.
2. Shri Ashok Kumar Sharma, Consultant will look after the work of Director (Medical & Pension) with all administrative powers relating to routine matters in addition to following works:-
 - a) Persuasion of Time Activity Schedule for retiring officers.
 - b) Persuasion of tenders for Cashless Medical Scheme.
 - c) Creation of "Computerized Masters of pensioners".
 - d) Framing of Policy Documents relating to Medical reimbursement.
3. Shri Sudhir Kumar Sharma, Consultant will look after the work of Dy. CAO (LC)-II with all administrative powers relating to routine matters, supervision of Digitization of Accounts of Land Costing Wing & in addition to the work pertaining to Dy. CAO (HQ)-III in r/o WAC-I,II & III, reliving Smt. Kiran Seth, Dy. CAO (Plan) of additional charge.

However, the matter of delegation of statutory powers attached to the posts of Director (Finance), Director (Medical & Pension) and Dy. CAO (LC)-II will be decided separately in due course. Till such time these cases may be referred to CAO, DDA and Director (LC) respectively for approval.

The waiting period of above Consultants from their date of joining is also regularized for the purpose of their remuneration etc.

This issues with the approval of FM, DDA.



[Manish Kumar]
Chief Accounts Officer

No:-FE 15(05)2010/Vol-II/DDA/ 181

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Copy to:

1. PS to VC/FM/EM, DDA for kind information of the latter;
2. Commissioner (Personnel);
3. PS to CAO for kind information of the latter;
4. FA (H)/Director (LC)/Finance/M&P/Audit/Works;
5. Dy.CAO (LC)-I/Dy. CAO (HQ)-I,II & III;
6. Dy.Director (P)-I;
7. Sr.AO(Contingency);