DY. DIRECTOR (SYSTEMS)-VII
DIARY No. 930
DATE 13/08/2026

निदेशक (प्रणाली) दि.वि.प्रा
डायरी न. 1394
दिनाँक 13/08/2026

Delhi Development Authority
Office of Accounts Officer, Cash (Main)
C-2/9 Ground Floor, C-Block Vikas Sadan, New Delhi-110023

Ref: F5(177) Cash Main/DDA/IFMIS/2026/183

Date: 13.08.2026

CIRCULAR

Subject: Issuance of cheques from Cash Main Branch- reg.

IFMIS payment module has got implemented in all units, zones and branches of DDA. It has been observed that various payments are received though IFMIS in which physical cheque is asked to be issued. It again leads to old system of payments hereby failing the very scope of IFMIS. Hence, all the units are requested to provide the NEFT details of the beneficiary in the IFMIS.

However, in case where NEFT details of the beneficiary cannot be furnished and cheques are still needed to be drawn in favour of the beneficiary, the concerned units (after the IFMIS file is received in Cash Main Branch online) must visit the Cash Main branch along with the 02 copies of the bill/ voucher having pay order duly stamped and signed by the EE/DD or equivalent indicating the IFMIS invoice number and get the signed cheque collected against the IFMIS invoice.

Sr.AO (Cash Main)

Copy to:

1. CAO/DDA for kind information.
2. Director, Finance/DDA for kind information.
3. Director, System Cell/DDA to upload the said order in DDA website and notice board of the DDA.
4. Dy. CAO/IFMIS/DDA.
5. Dy. CAO/Cash (Main)/DDA.
6. Sr. Accounts Officer, Accounts Main/DDA.
7. Sr. Accounts Officer, Budget/DDA.
8. Sr. Accounts Officer, Contingency/DDA.
9. Sr. Accounts Officer, Cash Housing.
10. All Sr. Accounts Officer, Zonal CAU/DDA.
11. Sr. Accounts Officer, PAO/UTTIPEC/DDA.
12. Guard file.

Joshi 13.8.26

DD(S) Sh Vishwas

Bansal 14/8/26

AD(S)

14/8/20.
Sh. Devy Sagram

Sr.AO (Cash Main)