

DELHI DEVELOPMENT AUTHORITY
[FINANCE & EXPENDITURE]

O.O. No. 86

Dated: 10.09.2015
14

OFFICE ORDER

Finance Member has directed that FIFO system of the Finance Dept. in respect of each HOD should be displayed alongwith the diaries of receipt of disposal suitably organized on the DDA website to ensure that the allottees whose files have been referred to Finance Department may ascertain the status position of the file.

2. Directions have also been given that each HOD of Finance Department will prepare a weekly target of works in respect of each consultant and provided to Commissioner (P) for his records. Weekly target can be projected for each month also in advance and provided to Commissioner (P) accordingly. Performance of each consultant will then be monitored against each weekly targets by the HOD.
3. Preparations of weekly and monthly targets as, in para 2 above, shall also be followed in respect of Professionals appointed as AAOs on contract basis.
4. All the Heads of Department and Heads of Office are advised to ensure that the direction given by the Finance Member are complied with. A copy of weekly and monthly targets prepared may also be endorsed to the PS to CAO.


(SANTOSH KUMAR)
Chief Accounts Officer

File No. FE 7 (09) 2015/DDA/ 497

Dated: 10.09.2015
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Copy to:

1. PS to FM for kind information of the latter/ PS to Commissioner(P);
2. Advisor to FM/ Director (P)-I;
3. PS to CAO;
4. Director(LC)/ FA(H)/ Director (IA)/ Finance/ Med & Pension;
5. Dy CAO (HQ)-I/ Works/ Pension/Estt./Budget/Accounts;
6. All the Zonal Dy. CAOs/ Dy FA(H)-I & II;
7. Sr. AO(Legal)/ AO(PE)/ Sports/PAO(EW)/ Estt(G)/NG/Housing;
8. Guard File


Sr. Account Officer (F&E)