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CSK H.P. KRISHI VISHVAVIDYALAYA, PALAMPUR
"INSPECTION BRANCH"
OFFICE OF THE COMPTROLLER

Personal Attention



No. QSD/4-39/LAD/Insp./2019-20/CSKHPKV/-

Dated: 03 FEB 2024

6062-6161

From

Comptroller,

To

All the Statutory Officers
All the HODs/DDOs, CSK HPKV.
All Assoc. Directors/Scientist Incharge/Programme Coordinators KVKs/HAREC/
RSSs/RRS/RWRC/MAREC

Subject: **Proceeding of the meeting held on 30.01.2024 at 11:30 AM.**

Sir/Madam,

I am directed to enclose herewith a copy of the proceeding of the meeting held on 30.01.2024 at 11:30 AM in the camber of Director of Research, CSKHPKV, Palampur under the Chairmanship of Dr. S.K. Upadhayay, Director of Research, CSKHPKV, Palampur for information and further necessary action, please.

Yours faithfully,

Section Officer (Insp.),
CSK HPKV, Palampur.

Endst. No.

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Dated:

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Copy forwarded for information and necessary action to the followings:

1. The Secretary to the Vice-Chancellor, CSK HPKV, Palampur.
2. The Joint Controller (State Audit), Resident Audit Scheme, CSK HPKV, Palampur for information.
3. All the Section Officer(s)/Superintendent(s) of Comptroller office, CSK HPKV, Palampur.
4. The Incharge, UNS, CSK HPKV for uploading in the University website.

Section Officer (Insp.),
CSK HPKV, Palampur.

Proceedings of meeting held under the chairmanship of Dr. S.K. Upadhayay, Director of Research held on 30.01.2024 at 11:30 AM in the chamber of the Director of Research, CSK HPKV, Palampur.

A meeting to discuss the issues regarding long pending audit paras and unadjusted advances in pursuance of the office order No. QSD. 4-39/LAD/Insp./CSK HPKV/- 4098-4103 dated 24.01.2024 was held in the office chamber of the Director of Research, CSK HPKV, Palampur.

The following were present:

1. Er. Sudhir Sood, Executive Engineer(Design), CSK HPKV, Palampur.
2. Sh. Diwan Chand, Joint Controller(Local Audit), CSKHPKV, Palampur.
3. Sh. Sanjeev Kumar, Section Officer, Inspection Branch, Comptroller's Office, CSK HPKV, Palampur.
4. Sh. Yashwant Kumar Sharma, Section Officer (Estt.), CSKHPKV, Palampur.

****Dr. Sanjay Sharma Sr. Extension Specialist, KVK, Kangra was also available through virtual mode.***

At the outset, the Director of Research welcomed all the participants of the meeting. Thereafter, the Director of Research discussed the matter regarding long pending audit paras and unadjusted advances. After detailed discussions thereupon, the following points were emerged:

It was decided in the meeting that all the departments may be requested to ensure to submit the reply of the audit paras and the detail of the outstanding advances pertaining to their respective department to the Comptroller well before 5th February, 2024 positively. It was also decided that in the first instant, all the HOD/DDO of the College of Agriculture will present before the committee constituted for the purpose alongwith concerned dealing Assistant with relevant record on 8.2.2024 to discuss about the long pending advances and audit paras. After discussing the matter, if any discrepancy is noticed, the same may be brought to the notice of the concerned DDO/HOD and thereafter the concerned department will take necessary steps to resolve the issue accordingly. It was also decided that the meeting will be convened twice in a month.

It was also decided that most of the department have drawn the amount in advance and deposited the same in the Construction Division under deposit work for the construction of Civil work and the same has been utilized by the construction Division for the purpose and also issued the Utilization certificate of the advance . But it has been found that the most of departments have not submitted the advance for adjustment in the audit as a result of this number of outstanding advances are remained unadjusted. Therefore, It was decided that in such cases entire responsibility of the concerned HOD/DDO/Advance Holder as well as erring official will be fixed and the matter be reported to the Higher Authority for strict action.

Besides, number of advances drawn by the employees of the University are remained unadjusted after its utilization due to one or other reason. Owing to which, some of the advance holder are facing difficulty at the time of their retirement, therefore, it was also decided that the concerned DDO/Advance Holder will personally intervene in the matter and ensure the adjustment of these advances immediately after its utilization. Otherwise concerned DDO/Advance Holder will solely be responsible for the non-adjustment of these advances before retirement.

The meeting ended with a vote of thanks to the Chair.


(Y.K. Sharma)


(Sanjeev Kumar)


(Diwan Chand)


(Sudhir Sood)


Director of Research 02/02/24