

PUNJAB STATE ELECTRICITY BOARD

OFFICE OF THE SECRETARY

(FINANCE SECTION)

Finance Circular
No. 21 /1998.

To

1. All Ers-in-Chief/CEs(Incl. Hydrel).
2. OSD to Chairman, P SEB, Patiala.
3. Chief Constroller/Finance, P SEB, Patiala.
4. Chief Cost Control & Reduction, P SEB, Patiala.
5. Chief Auditor, P SEB, Patiala.
6. Chief Accounts Officer, P SEB, Patiala.
7. Chief Accounts Officer/Revenue, P SEB, Patiala.
8. C.A.O. to Member/F&A, P SEB, Patiala.
9. FA & CAO, GGSSTF, Ropar/ A & F.M., GNDTP, Bhatinda.
10. Dy. CAO, GHTE, Lehra Mohabbat.
11. All S.Es/Directors(Incl. Hydrel).
12. SE(T) to Member(T), Member(G), Member/Op. and A.M.
13. Director/Co-ordination, P SEB, D-1019, New Friends Colony, New Delhi.
14. Director/Training, TTI, P SEB, Patiala.
15. Director/Industrial Relations, P SEB, Patiala.
16. All Sr. Xens/Dy. Directors.
17. All Dy. CAOs/Dy. CAS/Dy. FAs.
18. All Senior Accounts Officers/Accounts Officers (Pre-audit) in the field.
19. AO/EAD, P SEB, Patiala.
20. Supdt./Bills-I, II, III, P SEB, Patiala.

Memo No 76356/77556/Fin-II/6/FS-1998

Dated Patiala the 15th June, 1998.

Subject:- Revision of pay scales and allowances-
Checking of Pay Fixation and arrears.

Punjab State Electricity Board have recently revised the pay scales of its employees w.e.f. 1.1.1996 and also sanctioned House Rent Allowance, City Compensatory Allowance and Rural Area Allowance at the revised rates with effect from 1.9.97.

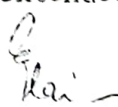
Some of the field officers have been making inquiries in regard to the specific instructions, if any, for checking of the pay fixation cases and payment of arrears accruing from implementation of revision of pay scales and allowances.

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2.- AS a matter of fact, audit being a statutory requirement particularly for all those orders involving finances of the Board, it was expected that the instructions already issued vide this office circular No.7/89 dated 31.1.89 during last pay revision for scrutiny of the pay fixation cases will be followed/complied with by all the Sr.Accounts Officers/Accounts Officers concerned. Any how, it is again made clear that release of pay in the revised scales as also payment of arrears of pay fixation and allowances will only be allowed after its pre-audit by the Sr. Accounts officers/Accounts officers as under:-

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| i) | Sr.A.O./A.O. in the pre-audit offices at various projects. | In respect of employees posted at the respective projects, including CE/Civil, Chandigarh and its subordinate offices. |
| ii) | Accounts Officer/F&A (CAO Office) | In respect of employees whose pay is drawn by the Pay & Accounts Section. |
| iii) | Accounts Officer/EAD (CAO Office) | In respect of employees posted in the Board's Secretariat, C.E.s, CAOs, CA, C.C./F, Chief/CC&R and DIG/V&S (Now CE/Vigilance whose pay is pre-audited by EAD Section. |
| iv) | Accounts Officers/ (Field)under Chief Auditor . | In respect of employees posted in Distribution charges within their jurisdiction, CE/North, Jalandhar, CE/Border, A SR, CE/West BTI, CE(Central), Ludhiana, CE/South Protection Cell and Mtc. Cells and F.L.C. charges etc. situated at various places. |
| v) | Accounts Officer (Pay fixation party to be nominated by the Chief Auditor). | In respect of employees posted under Chief Engineers including their subordinate offices located at Patiala and field. |

The audit staff, as mentioned above, shall start checking of the pay fixation cases in the revised scales with immediate effect. It is, therefore, requested that full co-operation may be extended to the audit for this task.


By. Secretary/Finance,

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Endst. No. 77557/857 /Fin-II/6/PS-98 Dated:- 15.6.98.

A copy of the above is forwarded to the following for information and necessary action:-

1. Principal Secy. to Govt. of Punjab (Finance) and Member (PSEB), Civil Secretariat, Pb, Chandigarh.
2. Principal Secy. to Govt. of Punjab (Power) (Energy Deptt); Mini Sectt., Chandigarh.
3. Secy, BCB, 45, Kaka Nagar, New Delhi.
4. Secy, NREB, F-Wing, Nirman Bhawan, New Delhi.
5. Secy, HSEB, Panchkula.
6. Secy, HPSEB, Shimla-4.
7. Secy. /Admn. I, Central Elec. Authority, Govt. of India, Sewa Bhawan, R.K. Puram, New Delhi.
8. Finance Secy., Chandigarh Admn., Chandigarh.
9. Addl. Secy, BBMB, Chandigarh.
10. Chairman and Managing Director, NHEP Corpn. Ltd; 57-Manjusha, Nehru Place, New Delhi.
11. General Manager, Delhi Electric Supply Undertaking, New Delhi.
12. General Manager, Beas Project, BBMB Office Complex, Chandigarh.
13. CE (Electrical), Chandigarh Admn., Chandigarh.
14. CE/Electrical, Beas Project, Chandigarh.
15. CE/Transmission, BBMB, Chandigarh.
16. CE/Beas Sutlej Link, Sunder Nagar.
17. FA & CAO, BBMB, Talwara Township.
18. FA & CAO, BBMB, Chandigarh.
19. RAO, PSEB, Patiala.
20. All Dy. Secretaries/Under Secys, PSEB.
21. All Sectional Heads in the H.O.
22. Dy. Secy. to Chairman/Sr. P Ss to Member/Secy. Board.

Chet Singh
13/6
Supdt. /Finance.
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