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भारत सरकार  
Government of India  
रक्षा लेखा प्रधान निगंत्रक(द. प. क.) जयपुर  
खातीपुरा रोड जयपुर 302012  
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No. A/I/113/PM

Dated: 5/05/2019

Speed-Post

To,

The Officer-In-Charge

EDP Section  
(Local)

Subject: Annual Closing of Accounts for the year 2018-2019.

- Ref: 1. HQrs office vide letter No. A/I/13311/ACA/2018-19 Dated: 19/03/2019  
2. This office letter No. A/I/113/PM Dated: 28/03/2019

It is submitted that March (Final) of 2019 Accounts has been closed by HQrs office. Hence it is requested to all sections of Main office and Sub Offices to reconcile the data of Punching Medium with Sectional Compilation provided by EDP Section and verify that all PM are uploaded and no entries has been left out for punching. If any discrepancies are there then intimate to Main Office through Journal Entry proposal in respect of transactions having magnitude more than Rs.One Crore.

In this regard, please refer to HQrs Office letter on the subject which has been reproduced vide Important Circular No. A/I/113/PM Dated 28.03.2019. It is reiterated that the proposal of rectification through Journal Entries may be submitted to this section/ office alongwith 3 copies of PM giving the correct narration in details and office Note duly signed by Officer-in-Charge/Group Officer-in-charge by 21.05.2019. Proposals received after this date will not be considered for inclusion in proposal for Journal Entries. Cases of delay in readjustment and misclassification will be regarded as serious lapse and will be dealt with strictly.

This may be accorded as 'Top Priority'.

  
Abhishek Sharma  
(ACDA Accounts)