



रक्षा लेखा प्रधान नियंत्रक (प.क.) चंडीगढ़-160009
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No. E/II/161/MER

Dated: 23/04/2018

To
All AOs GE

Sub : Non utilisation of proper proforma of MER (IAFW-2251) (Monthly Expdr. Return)
==X==

During the audit of MER of MES formations under the AOR of PCDA (WC), it is observed that there is no uniformity in the proforma being used by various GEs offices. Due to this reason, this office is facing difficulties in exercising proper audit checks on the MER.

Competent authority has desired to implement uniform pattern of reporting of expenditure by all GEs offices. In this regard, a sample MER proforma is attached herewith. Accordingly, it is advised that all the column shown in the sample MER may be invariably incorporated in the report from the FY 2018-19. Necessary liaison may be made with GE to ensure promulgation of uniform patter of MER.

Encl : As above.

Copy to:-

IT & S cell
(Local)

} With a request to upload the circular
on website of PCDA(WC).

(Sunil Raina)
Sr. Accounts Officer (E)

Gnum
AAO (E)

MONTHLY EXPENDITURE RETURN FOR THE MONTH OF ----- (Code head wise)

Fmn :

SI No	Head of Account	Code Head	C/o Lib 01.04.18	Demand at BE stage 2018-19	Demand at PR stage 2018-19	Demand at PRE stage 2018-19	Demand at RE stage 2018-19	Demand at MA stage 2018-19	Funds Allotment	Expdr up to previous month			Expdr during the month			Commulative Expdr during the			%age of expdr wrt allotment
										CP Vrs	Other Expdr	Total Expdr	CP Vrs	Other Expdr	Total Expdr	CP Vrs	Other Expdr	Total Expdr 2018-19	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20

MONTHLY EXPENDITURE RETURN FOR THE MONTH OF ----- (Job wise)

Fmn :

SI No	Job No. & Code head	Name of Works	Amt of A/A	Existing Allot	Expn upto 31 Mar 2018	Expdr up to previous month			Expdr during the month			Commulative Expdr during the			current Liability as on date	Remarks
						CP Vrs	Other Expdr	Total Expdr	CP Vrs	Other Expdr	Total Expdr	CP Vrs	Other Expdr	Total Expdr 2018-19		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17