

Government of Jammu and Kashmir
Directorate of Rural Development Department Kashmir

The Project Officer Wage Employment
(ACD) _____ (All)

No;-DRDK/Acctts/24929-39 **Dated;-30 . 11 .2017**

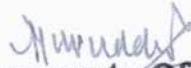

Subject: Monthly Progress Report.

Sir,

Administrative Department's vide letter No;RDD/Acctts/11/QPR/2014 dated;- 27.11.2017 has desired to furnish the Monthly progress Report as per format enclosed. In this connection, I am directed to request you that the consolidate information of whole District for the month of 10/2017 may kindly be furnished, enabling this office to consolidate the information for onward submission to Administrative Department in time,

Matter most urgent.

Yours faithfully,


Accounts Officer
 **Rural Development Department**
Kashmir

Copy to the;-

1. Director Finance Rural Development Department Civil Sectt; J&K Jammu for information.

MONTHLY PROGRESS REPORT

Name of the Administrative Department			
No	Name of the Items	No. of Items	Amount
2	O B Items (For want of Red D.C Accounts) (Rs in crores)		
a)	Opening Balance		
b)	Additions during the Month under report		
c)	Clearance during the Month		
d)	Balance at the close of Month		
3	Audit Paras (Accountant General (Audit) J&K.		
a)	No. of Audit Paras Outstanding		
b)	No. of Audit Paras added during the month		
c)	No. of paras settled		
d)	No. of para outstanding at the close of the month		
4	Drafts Paras		
a)	No. of drafts Paras Outstanding		
b)	No. Of Paras added during the Month		
c)	No. of Paras in which ATR submitted		
d)	No. of Paras Settled by the PAC/PUC		
e)	No. of Paras unsettled		
5	Proposed Draft Paras		
a)	Opening Balance of proposed Draft Paras		
b)	No. of proposed draft paras received from AG during the month		
c)	No. of Paras in respect of which Report submitted to AG		
d)	Remarks		
6	Audit Paras (Directorate of Audit & Inspection)		
a)	No. of drafts Paras (Opening Bal.)		
b)	No. added during the month		
c)	No. of Paras replied		
d)	No. of paras settled by the Director, Audit & inspections		
e)	No. of Paras outstanding at the close of the month		
7	REVENUE		
A	Revenue (Rs. In lakhs)		
a)	Revenue target fixed for the year		
b)	Amount of revenue realized ending previous month		
c)	Amount of revenue realized during the month		
d)	Total revenue realized		
e)	Shortfall, if any, with reasons		
B.	Reconciliation of Expenditure	Revenue	Capex
a)	Approved allocation		
b)	Funds released		
c)	Expenditure ending last month		
C.	Reconciliation of Expenditure & Revenue		
a)	Period upto which reconciliation of expenditure & Revenue completed to be supported by Certificate of Principal Accountant General's office		
b)	Ist Quarter		
c)	Ii Quarter		
d)	Ili Quarter		
c)	IV Quarter		

a)	Verification last conducted		
b)	Value of stocks and stores		
c)	Result of verification	i) Excess	
	ii) Shortage if any		
d)	Reasons of variation		
e)	Steps taken	(i) for recovery of amount	
		(ii) for disposal of the unserviceable items and writing off the amount thereof	
		(iii) For taken excess on books	
9.	Position of Temporary Advance		
	(Payments made in advance against passed vouchers)		
a)	Balance at the beginning of the quarter		
b)	Issues during the quarter		
c)	Adjustment made		
d)	Balance		
e)	Reasons for out standing balance		
10.	Position of Imprest Accounts		
a)	Balance at the beginning of the quarter		
b)	Issues during the quarter		
c)	Adjustment made		
d)	Balance		
e)	Reasons for out standing balance		
11.	Implementation of New Pension Scheme	Gazetted	Non-Gazetted
A.	Appointments made on or after 01.01.2010		
a)	Opening Balance		
b)	New appointments made during the last month		
12.	Details of the Bank Accounts(if any)other than the salary Account		
a)	Opening Balance		
b)	Additions during the month		
c)	withdrawals during the month		
d)	Closing balance at the end of the month		
13.	No. of FDRs/Cash Certificates		
a)	No. of FDRs/Cash Certificates at the beginning of the month		
b)	No. of FDRS/Cash certificate encashed during the month		
14.	Supernumerary posts		
a)	Opening balance of Supernumerary posts at the beginning of the month		
b)	No. of Supernumerary posts created during the month		
c)	No. of Supernumerary posts abolished during the month		
d)	Net balance		