

No. A-I/OMRO/Corr/2017-18
O/o of CDA,
Accounts Section,
No.1 staff road,
Secunderabad,
Telangana -500 009.
Date :14/07/2017

To,

All the Sections in Main Office,
All the sub offices.

Sub : Non-receipt of OMROs from the Audit Sections after their adjustment.

Of late it is observed that, many of the audit sections are forwarding the OMROs(after adjustment) to this section at a belated stage. This issue has been viewed serious by the competent authority. Hence, it is advised to adjust the OMROs timely and forward the same immediately to Accounts Section for further action of this section.

In this context it is also requested to comply the following:

- 1) Please forward the OMROs alongwith PM/TEs under a top sheet /forwarding memo duly mentioning **OMRO no., date & amounts duly tallying with sectional compilation**. Since, in some batches shortage of OMROs noticed and in some batches excess over compiled amounts noticed.
- 2) Few Audit sections/Offices are sending OMROs at a time after lapse of 3-4 months, which is not a correct practice. Advised to **forward the Adjusted OMROs monthly basis after due verification with sectional compilation**.
- 3) Some audit sections/offices are adjusting previous financial OMROs with '00' prefixing instead '77' vice-versa. Necessary care may please be taken while such adjustments.
- 4) Some audit sections/offices are adjusting the MROs which are not supposed to be adjusted by that section. i.e. pertaining to other offices/sections and that is leading to double adjustments. Resulting into factious deposits and duplication of work at both ends.
- 5) Some audit sections/offices are adjusting the MROs which are not pertaining CDA, Secunderabad. i.e. MROs remitted in favour of Other PCDA/CDA.
- 6) Action may be initiated to obtain all OMROs from the concerned units/formations/individuals immediately after remittance of amounts into the Bank and necessary adjustment may be done immediately after their receipt. Then it will be helpful in timely verification of the compiled amounts with bank scroll amounts.

This issues with the approval of GO(A/Cs)


SR. ACCOUNTS OFFICER(A/Cs)

Copy to :
EDP Section,
Local

: For uploading the same in the CDA, Secunderabad website.


SR. ACCOUNTS OFFICER(A/Cs)