

By Mail/Helpline only

|   |   |   |
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|  | कार्यालय, रक्षा लेखा नियंत्रक, नं. 1, स्टाफ रोड, सिकंदराबाद.09 -<br>OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS<br>NO.1, STAFF ROAD, SECUNDERABAD - 500 009<br>( ई-मेल/email: aomsec.dad@hub.nic.in<br>दूरभाष/PHONE: 040-27843385 फैक्स/FAX:040-27817275 |  |
|---|---|---|

सं./No. O&M/I/6862/QAR/2021-2022

दिनांक/dt. 16-06-2021

सेवा में, / To

प्रभारी अधिकारी, वे.(श्रे.अ).का.ले. / The Officers-in-charge PAOs

प्रभारी अधिकारी, क्षेत्रीय लेखा कार्यालय (थलसेना)/ Officer in Charge, AAO (Army), Vizag  
ले.का., डी.जी.पी एन., वैजाग / AO DGNP, Vizag

सभी स्था.का.प.ले.आं/का.प.ले., ले.अ., जी.ई., स.अ.ले., बी.एस.ओ., यू.ले., र.का.सं.,

All LAOs / RAO (MES), AOs (GE), AAOs (BSO)/UAs DEO,

मुख्य कार्यालय के सभी व.ले.अ., / All SAOs in MO

मुख्य कार्यालय के सभी अनुभाग / All Sections in MO

विषय /Sub : Personal Targets in respect of Regional Controllers-Distribution there of

To the Heads of Sub-Offices headed by IDAS Officers and GOs of Main Office.  
(Quarterly Achievemel Report for **06/2021**) – Regarding.

संदर्भ / Ref : MO letter No. O&M/I/6862/QAR/Vol-I/2021-2022, dated 04-05-2021 .

\*\*\*\*\*

Please refer the letter mentioned above, wherein it was requested to intimate the progress achieved in respect of Personal Targets assigned by the competent authority for **Q.E. 06/2021 by 02-07-2021 positively** to this office to enable this section to render consolidated report to HQrs. Office.

The facts and Figures in respect of Personal targets of the relevant sections/offices may please be furnished in the proforma enclosed, along with the details of progress achieved in respect of each Personal Target and the percentage of achievement must be clearly mentioned in the Report. Besides, if the desired progress is not achieved, reasons for the same may also please be mentioned. In this connection please refer Main Office Most important Circular enclosed to this letter.

**AOsGE and AAOs BSO offices should forward their reports to Engg section in Main office for consolidation.**

This issues with the approval of GO(O&M).  
Kindly accord priority.

Encl: 1. Mo Most Imp.Circular No.0&M/I/6862/QAR/Vol-I/2021-2022  
Dated 04-05-2021.

Proforma

(बी.लक्ष्मी मरुलीकृष्ण)

By Mail/Help line only

Most Important Circular

|   |   |  |
|---|---|--|
| <br>DEPARTMENT | कार्यालय, रक्षा लेखा नियंत्रक, नं. 1, स्टाफ रोड, सिकंदराबाद.09 -<br>OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS<br>NO.1, STAFF ROAD, SECUNDERABAD – 500 009<br>( ई-मेल/email: aomsec.dad@hub.nic.in<br>दूरभाष/PHONE: 040-27843385 फैक्स/FAX:040-27817275 | <br>15 YEARS OF CELEBRATING THE MAHATMA |
|---|---|--|

No.O&M/I/6862/QAR/Vol-I/2021-2022

Dated /04/2021

4-5-2021

TO

- |   |   |
|---|---|
| 1. Smt.K.Sangeeta,IDAS,<br>DCDA (Main Office) | 1. Shri Premsagar Meena,IDAS,<br>DCDA , PAO (ORs) EME, Sec'bad      |
| 2. Smt.S.Vatsala,IDAS,<br>ACDA (Main Office)  | 2. Shri A.Venkata Ramana,IDAS,<br>ACDA , Area Accounts Office,Vizag |
|   | 3. Smt. G.Dhanalaxmi,IDAS,<br>ACDA, PAO (ORs) AOC, Secunderabad     |

Subject: Personal Targets in respect of Regional Controllers – Distribution thereof to The Heads of Sub-offices headed by IDAS officers and GOs in Main office.

\*\*\*\*

The undersigned has been directed to inform that the targets as mentioned in **Annexure-A** have been assigned by HQrs office to the CDA for the Financial Year 2021-2022.

2. In order to achieve the desired progress on these targets in respect of organization as a whole, the same have been assigned by the CDA to the Heads of PAOs, ACDA I/c, AAO(Army), Vizag and to the Group Officers in Main Office.
3. As per HQrs. directions, the suggested percentage of achievement for 1<sup>st</sup> quarter is 25%, 2<sup>nd</sup> quarter is 50%, 3<sup>rd</sup> quarter is 75% and for 4<sup>th</sup> quarter – 100%. The Controller has to render a Quarterly Achievement Report on these targets in prescribed format duly self assessed addressed to Addl.CGDA and should reach the HQrs. Office by **10<sup>th</sup> of the month following the quarter.**
4. In view of the above, all the GOs in Main office and Heads of PAOs, ACDA I/c, AAO(Army) Visakhapatnam are requested to bestow their personal attention on these Targets and achieve the desired results as directed by HQrs. Office. This communication may be handed over to their successors in case of change of charge on account of transfer, promotion or retirement etc. In case of re-distribution of groups allotted to them, the relevant portion of the targets may be re-assigned to the new incumbent.

Contd. Page – 2

5. Therefore it is requested to intimate the progress achieved in your respective areas of work for Q.E.06/2021, 09/2021, 12/2021 and 03/2022 so as to reach this office on 01-07-2021, 01-10-2021, 01-01-2022 and 01-04-2022 positively for timely rendering of the consolidated report to HQrs. Office.

This issues with the approval of CDA

The receipt of this letter may please be acknowledged.

Encl: as above.

(एस वत्सला, भा.र.ले.से)

(S. VATSALA ,IDAS.)

सहायक नियंत्रक/Asst.Controller

Copy to

|   |   |   |
|---|---|---|
| 1 | All SAOs/AOs of Main Office and Sub-Offices Local and Visakhapatnam                       | The progress on the respective targets may be forwarded to O&M Cell with the approval of G.O by 1 <sup>st</sup> of the month following the quarter without fail.. The status will be discussed in the Monthly Conferences.  |
| 2 | The SAO I/C E – Section Accounts Section, IA Section.                                     | The relevant data may be obtained from all the AOsGE/AAOB SO under the jurisdiction of CDA, Sec'bad and a consolidated report may be forwarded with the approval of G.O concerned.  |
| 3 | All AOsGE/AAOB SO Secunderabad/Hyderabad Visakhapatnam                                    | The requisite data on the targets may be forwarded to relevant Section in Main office before prescribed dates to enable them to prepare a consolidated report.  |
| 4 | The Officer i/c, AAO (Army) Visakhapatnam   | The progress on the targets mentioned in Annexures may be forwarded to O&M Cell as per para 5 above.  |
| 5 | The Officer I/c LAO(A) LAO(B) LAO(DAD) Secunderabad/Hyderabad RAO(MES) Secunderabad/Vizag | In addition to the above targets, please refer this office circular NO.IA/Gen/Corr/2017, dated 22/05/2017 regarding status of Audit of service books in respect of defence civilians would now form part of the QAR to PCsDA/CsDA. Please forward necessary report for inclusion in the ensuing QARs. |

(बी (लक्ष्मी मुरलीकृष्ण( .

(B.Lakshmi Muralikrishna)

वरिष्ठ लेखा अधिकारी) सं . एवं .प(

Senior Accounts Officer (O & M)

15

**Annexure-A**  
**Approved Targets for the year 2021-2022**  
**CDA, Secunderabad**

| S. N. | Target for F.Y.2021-2022 in respect of CDA Secuderabad  | Re-distributed to   |
|-------|---|---|
| 1     | (a) To formulate a year long plan for implementation of Raj Bhasha Policy of the GOI.<br>(b) Raj Bhasha inspection of the sub-offices and sections of Main Offices  | GO(AN)<br>Hindi Cell  |
| 2     | Implementation of SWATCHH BHARAT ABHIYAN, weeding out of old Records, Cleanliness of Offices and Surroundings   | GO(AN)  |
| 3     | Disposal of all the Complaints and Grievances within a stipulated time of 60 days under intimation to the complainant.<br>(In terms of Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Deptt of Administrative Reforms and Public Grievances letter No. K-11019/12/2013-PG, dated 10 <sup>th</sup> December 2014 | GO (AN)<br>GO(E)<br>Heads of all PAOs<br>ACDA I/c, AAO<br>Army Vizag                            |
| 4     | GeM Bills to be cleared within 10 days of Receipt.<br>(In terms of Govt. of India, Ministry of Finance, Deptt of Expenditure (PP Division) letter No. F.6/18/2019-PPD, dated 3 <sup>rd</sup> July 2020  | GO GeM Cell<br>GO(IT)<br>GO(AN)<br>Heads of all PAOs<br>ACDA I/c, AAO Army<br>Vizag             |
| 5     | Clearance of Bills in respect of MSMEs and CPSEs within 45 days.<br>(As per Cabinet Secy. D.O. Letter No. 601/1/2/2020-CA.V, dated 26 <sup>th</sup> May 2020 circulated under this HQrs. Office Important Circular No. Coord/13002/Misc. dated 18-06-2020.  | GO AN,<br>GO Stores/M/E<br>& IT sections.<br>Heads of all PAOs,<br>ACDA I/c., AAO<br>Army Vizag |
| 6     | (a) Close monitor of Defence Expenditure vis-à-vis Budgetary Allocations/Cash Assignment to avoid excess expenditures<br>(b) Expenditure under DAD heads to be kept within the Monthly/Quarterly ceiling and allocations  | GO<br>Accounts  |
| 7     | 100% clearance of SBI CMP payments/Rejections under Head 93/020/91.   | GO (AN)<br>GO Accounts.   |
| 8     | 100% Clearance of outstanding adverse/suspense balances for the current period.   | GO Accounts   |
| 9     | 25% clearance of outstanding DIDs in each quarter.  | GO Accounts   |
| 10    | Digitalization of all Contract Agreements in Main Offices of PCDA/CDA concluded by various CEs/CWEs/GES.  | GO 'E' Section  |
| 11    | Updation of Personal Information System (PIS) including Family details of DAD Employees along with nomination in 'TULIP' to the extent of 100%.   | GO(AN)<br>GO(IT)  |
| 12    | For PAOs  | Heads all of PAOs<br>GO(ORs Cell)   |
| (a)   | To ensure 100% processing of Dos II in the same month of receipt.   |   |
| (b)   | TA/DA/LTC Advance Adjustment/Luggage Claims/Fund Withdrawals are to be processed within 15 days of receipt and there should not be any such claim pending for more than a week at the time of monthly closing of accounts   |   |
| ©     | To ensure implementation of Provisional FSA and Misc. FSA cases (other than regular) within stipulated time frame   |   |

*[Signature]*  
SAO(O&M)

## Target No.2 (AN Section)

**Implementation of SWATCHH BHARAT ABHIYAN, weeding out of old Records, Cleanliness of Offices and Surroundings**

| No. of Sections in which weeding out required to be carried out during Q.E.06/2021 | No. of sections in which Weeding out carried out during Q.E.06/2021 | Other Activities carried out to keep the cleanliness of Offices and Surroundings during Q.E.06/2021 | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|--|---|---|--|--|
|  |   |   |  |  |

## Target No.3

**‘AN’section, ‘E’ Section, PAOs, AAO Army Vizag**

**Disposal of all the Complaints and Grievances within a stipulated time of 60 days under intimation to the complainant.**

(In terms of Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Deptt of Administrative Reforms and Public Grievances letter No. K-11019/12/2013-PG, dated 10<sup>th</sup> December 2014)(Copy enclosed for ready reference.) (X)

| No. of Complaints received during Q.E.06/2021 | No. of Complaints disposed within 60 days of Receipt during Q.E.06/2021 | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|---|---|--|--|
|   |   |  |  |

## Target No.4 (GeM, IT, AN, PAOs,AAO Army Vizag)

**GeM Bills to be cleared within 10 days of Receipt.**

(In terms of Govt. of India, Ministry of Finance, Deptt of Expenditure (PP Division) letter No. F.6/18/2019-PPD, dated 3<sup>rd</sup> July 2020.(copy enclosed for ready reference) (Y)

| No. of GeM Bills received during Q.E.06/2021 | No. of GeM Bills cleared within 10 days of Receipt during Q.E.06/2021 | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|--|---|--|--|
|  |   |  |  |

## Target No.5 (AN, Stores, M, E, IT, PAOs & AAO Army Vizag)

### **Clearance of Bills in respect of MSMEs and CPSEs within 45 days.**

(As per Cabinet Secy. D.O. Letter No. 601/1/2/2020-CA.V, dated 26<sup>th</sup> May 2020 circulated under this HQrs. Office Important Circular No. Coord/13002/Misc. dated 18-06-2020. (copy enclosed for ready reference) **Z**)

| No. of Bills in r/o MSMEs and CPSEs received during Q.E.06/2021 | No. of Bills in r/o MSMEs and CPSEs cleared during Q.E.06/2021 within 45 days of receipt | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|---|--|--|--|
| MSMEs      CPSEs  | MSMEs      CPSEs   |  |  |

**TARGET NO.6 (b)(Admin Section)**

(Expenditure under DAD heads to be kept within the Monthly/Quarterly ceiling and allocations.  
**TOTAL ALLOTMENT UNDER DAD HEADS EXPENDITURE FOR F. Y. 2021-2022 Rs.**

| S.NO | Name of the code head | ALLOCATION UNDER DAD HEAD FOR F. Y. 2020-2021 | MONTHLY /QUARTERLY CEILING | ACTUAL EXPENDITURE | LIABILITY IF INCURRED | REMARKS (for incurring liability) | Target achieved during current quarter(%) | Progressive target achieved. (%) |
|------|-----------------------|---|----------------------------|--------------------|-----------------------|-----------------------------------|---|----------------------------------|
| 1    | 2                     | 3   | 4                          | 5                  | 6                     | 7 *                               | 8   | 9                                |
| 1    | IT                    |   |                            |                    |                       |                                   |   |                                  |
| 2    | TADA                  |   |                            |                    |                       |                                   |   |                                  |
| 3    | OE                    |   |                            |                    |                       |                                   |   |                                  |
| 4    | Professional services |   |                            |                    |                       |                                   |   |                                  |

**Sr.Accounts Officer(Admin)**

**TARGET NO.7 (Accounts Section)**

**100% clearance of SBI CMP payments/Rejections under Head 93/020/91.**

| Opening Balance As on 01-04-2021 | Compiled during Q.E.06/2021 | Cleared during Q.E.06/21 | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|----------------------------------|-----------------------------|--------------------------|--|--|
|                                  |                             |                          |  |  |

**TARGET NO.10 (Engg. Section)**

**Digitalization of all Contract Agreements in Main Offices of PCDA/CDA concluded by various CEs/CWEs/GEs.**

| Total No. of CAs received during Q.E 06/2021 for the year 2021-2022 | No. of CAs digitalized during Q.E.06/2021 | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|---|---|--|--|
|   |   |  |  |

**TARGET NO.11 (AN, IT Sections)**

**Updation of Personal Information System (PIS) including Family details of DAD Employees along with nomination in 'TULIP' to the extent of 100%.**

| No. of DAD Employees in the Organisation | No. of DAD Employees for whom PIS including Family details along with nominations updated in TULIP to the extent of 100% | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|--|--|--|--|
|  |  |  |  |



**Target No. 12(a) (PAOs)**

**To ensure 100% processing of Dos II in the same month of receipt**

| No. of Dos II received during Q.E.06/2021 | No. of DosII processed in the same of month of Receipt | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|---|--|--|--|
|   |  |  |  |

**Target No. 12(b) (PAOs)**

**TA/DA/LTC Advance Adjustment/Luggage Claims/Fund Withdrawals are to be processed within 15 days of receipt and there should not be any such claim pending for more than a week at the time of monthly closing of accounts**

| Total No. of TA/DA/LTC Advance Adjustment/Luggage Claims/Fund Withdrawals received during Q.E.06/2021 | No. of TA/DA/LTC Advance Adjustment/Luggage Claims/Fund Withdrawals processed in the same of month of Receipt during Q.E.06/2021 | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|---|--|--|--|
|   |  |  |  |

**Target No. 12(c) (PAOs)**

**To ensure implementation of Provisional FSA and Misc. FSA cases (other than regular) within stipulated time frame.**

| Total No. of Provisional FSA received during Q.E.06/2021 + opening Balance | Total No. of Provisional FSA processed during Q.E.06/2021 within stipulated time frame | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|--|--|--|--|
|  |  |  |  |

**Target No. 12(c) (PAOs)**

**To ensure implementation of Misc. FSA cases (other than regular) within stipulated time frame.**

| Total No. of Misc.FSA Cases (Other than regular) received during Q.E.06/2021 + opening Balance | Total No. of Misc.FSA Cases (Other than regular) processed during Q.E.06/2021 within stipulated time frame | Percentage of Achievement during Q.E 06/2021 | Cumulative Percentage of Achievement during the Current Quarter. |
|--|--|--|--|
|  |  |  |  |

(X)

F.No.K-11019/12/2013-PG  
Government of India/Bharat Sarkar  
Ministry of Personnel, Public Grievances & Pensions  
*Karmik, Lok Shikayat Evam Pensions Mantralaya*  
Department of Administrative Reforms & Public Grievances  
*Prashasnik Sudhar Evam Lok Shikayat Vibhag*  
(Public Grievances Division/Lok Shikayat Prabhag)

Sardar Patel Bhawan, 5<sup>th</sup> Floor,  
Sansad Marg, New Delhi  
Dated: 10<sup>th</sup> December, 2014

OFFICE MEMORANDUM

Sub: Strengthening of the Grievance Redress Mechanism for Redress of Public Grievances.

Department of Administrative Reforms & Public Grievances has been issuing several guidelines for prompt & effective redress of public grievances. It has been emphasized therein that a grievance should be redressed within a period of maximum of two months of its receipt. It has further been emphasized that if finalization of a decision on a particular grievance is anticipated to take longer than two months, an interim reply should invariably be sent. In case it is not feasible to accede to the request made in the petition, a reasoned reply may be issued to the aggrieved citizen within this stipulated time limit.

2. Complaints have been received that grievances are being closed without furnishing any reply to the petitioner.
3. In this regard, it may be considered, that, if a grievance involves policy decision/statutory change/court related matter, it could be closed under intimation to the petitioner with the comments that it could be revisited, in case any fresh development in the matter, merits the same.
4. The receipt of this memorandum may kindly be acknowledged.
5. This issues with the approval of the competent authority.

  
(Sumita Dasgupta)

Deputy Secretary to the Government of India

Tele: 011-23741006

To

Directors of Grievances of all Ministries/Departments of Government of India.

No F 6/18/2019-PPD  
Government of India  
Ministry of Finance  
Department of Expenditure  
Procurement Policy Division

512, Lok Nayak Bhawan,  
New Delhi Dated the 3rd July 2020

OFFICE MEMORANDUM

Subject: Prompt payment to suppliers including MSMEs: Charging of interest  
on delayed payments in Government e-Marketplace (GeM)

Reference: This Department O M No F 6/18/2019-PPD dated 23.01.2020

Government has been repeatedly emphasizing the need for prompt payment to vendors specially the MSME vendors. The intent of the Government in this regard has been articulated under the Aatmanirbhar Bharat pronouncements. For procurements made under rule 149 of GFRs 2017, buyers are mandated to make payments within 10 calendar days after generation (including auto generation) of Consignee Receipt and Acceptance Certificate (CRAC) in the GeM.

2. In order to promote greater discipline and timeliness in payment to vendors, it is decided that whenever a CRAC is auto generated or issued by a buyer and payment is not made 10 days thereafter, the buyer organization will be required to pay penal interest @ 1% per month for the delayed payment beyond the prescribed timeline till the date of such payment. The charge of interest shall be prorated for the period of delay. [For example, if CRAC is generated on the 1<sup>st</sup> day of a month and payment is made by the buyer organization on the 20<sup>th</sup> day of the month, interest for 10 days will be charged. The penal interest will be 10/30 multiplied by 1% i.e. 0.33%]. Month may be taken as 30 days in all cases.

3. The amount collected in this regard shall be deposited in an account maintained by GeM. This interest will not be paid to the vendor and will be kept by GeM in a separate account which will be used only for the education of sellers/buyers etc. or other purposes related to GeM or public procurement with the prior approval of Department of Expenditure. This shall not cover any other interest payable to vendors under any law or contractual obligations, which will be over and above the interest as charged above.

4. The above conditions will be applicable for all procurements made from 1<sup>st</sup> October, 2020.

5. This issues with the approval of Finance Minister

  
(Kotluru Narayana Reddy)



Deputy Secretary to the Govt. of India  
Tel No 24621305 Email: kn.reddy@gov.in

To,

All the Secretaries and Financial Advisers to Government of India

Copy to:

1. CGA, CGDA, FC/Railway Board - For information and necessary action
2. Secretary, Department of Public Enterprises with a request to consider issuing appropriate instructions to Public Sector Undertakings in this regard

|   |   |   |
|---|---|---|
|  | <p>कार्यालय रक्षा लेखा महानियंत्रक<br/>उलान बटार रोड, पालम, दिल्ली छावनी - 110010<br/>Controller General of Defence Accounts<br/>Ulan Batar Road, Palam, Delhi Cantt - 110010<br/>Fax- (011) : 25674806, 25674821<br/>e-mail: atcoord.cgda@nic.in</p> |  |
|---|---|---|

**IMPORTANT CIRCULAR**

No. Coord/13002/Misc

Dated :18.06.2020

**To**

**All PCDAs/PCA(Fys)/CDA  
(Through CGDA Website)**

**Subject :** Payments to MSMEs.

Please find enclosed a copy of D.O. No. 601/1/2/2020-CA.V dated 26.05.2020 from Cabinet Secretary, Shri Rajiv Gauba and directions from Ministry of Defence regarding pending payments to MSMEs, received vide MoD No. A5/38006/29/GEN/DMA dated 05.06.2020 (Copies enclosed).

2. All bills pertaining to payments to MSMEs sector may be processed on priority, if otherwise in order, within allotted budget. It is suggested that the information pertaining to MSMEs viz, details of bills, time taken for payments made, outstanding payments, etc may be maintained separately as the same would be reviewed periodically.

**Encl:** As above

*Maushumi Rudra*  
**(Maushumi Rudra)**  
Jt.CGDA (Coord)

Ministry of Defence

10  
4  
of the Secy. (Fin)  
E.P. 1954  
Date 10/6/2020


South Block, New Delhi

Dated 05 Jun 2020

Copy to the undersigned

PENDING PAYMENTS TO MSMEs

1. Ref: Cabinet Secretary, DO No 601 12 2020-CA V dated 26 May 20 (copy enclosed)
2. Cabinet Secretary vide DO idd has directed that as part of stimulus package to support and spur growth in the MSME sector, all payments pertaining to the sector are to be progressed on priority. Accordingly, all Services are requested to ensure that all pending payments to MSMEs are progressed on Priority within allotted budget and submitted to the concerned GDAs for timely audit and payment.
3. Services in consultation with respective CDAs are also requested to -
  - (a) Forward details of payments to MSMEs not cleared within 20 days of receipt of bills to respective service Joint Secretaries in the DMA on a monthly basis
  - (b) Progressively prepare a list of transactions being undertaken with MSMEs
4. Secy Def (Fin) is requested to direct CODA/GDAs to accord priority to the bills wrt MSME for early audit and payment.

  
(Taranjit Singh)  
Lt Gen  
Offg AS (TS)

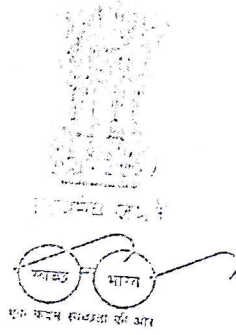
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JS (Army)  
JS (Navy) ✓  
JS (Air)  
DA to CISC

जीव गौबा  
Rajiv Gauba



मंत्रिमंडल सचिव  
भारत सरकार  
CABINET SECRETARY  
GOVERNMENT OF INDIA

D.O. No. 801/1/2/2020-CA.V

New Delhi, 28<sup>th</sup> May, 2020

Dear Secretary,

As you are aware the Government has announced a stimulus package to support and spur growth in the MSME sector. As part of this announcement made on the 13<sup>th</sup> May, 2020, all MSME receivables from the Government and CPSEs will be released within 45 days. Release of receivables from your Ministry/ Departments at this juncture will significantly contribute in restarting economic activity.

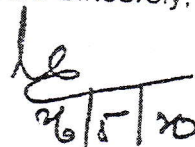
2. Secretary, MSME has, in his letter dated 18<sup>th</sup> May, 2020 addressed to you, explained the mechanism to access the details of payments due from organizations and PSUs under the administrative control of your Ministry. The web-link provided by him lists all cases where MSMEs have filed cases for payment as a last resort. There may be other instances of delayed payments to MSMEs.

3. I would request that you may undertake a detailed exercise to identify all such cases and ensure that all payables to MSMEs are released without any delay. The progress in this regard will be reviewed shortly.

4. I seek your close personal attention in this exercise to support restarting of the production cycle.

With Regards,

Yours Sincerely,

  
26/5/20  
(Rajiv Gauba)

Shri Bipin Rawat  
Secretary,