

THE ORISSA



GAZETTE

REGISTERED No. P. 390

PUBLISHED BY AUTHORITY

No. 4

CUTTACK, FRIDAY, AUGUST 6, 1943

SEPARATE PAGING IS GIVEN TO THIS PART, IN ORDER THAT IT MAY BE FILED AS A SEPARATE COMPILATION

PART IX

Circulars and General Letters by the Comptroller, Orissa

OFFICE OF THE COMPTROLLER, ORISSA
No. TM-8-135-552

FROM

B. N. SEN GUPTA, COMPTROLLER, ORISSA

TO

ALL THE DRAWING OFFICERS IN ORISSA

Ranchi, the 27th July 1943

SUBJECT—Grant of advances to Government servants to enable them to remove their families from danger zones

SIR

IN continuation of this office circular letter No. TM-8-135-144, dated the 24th April 1942 (published in Part IX of the *Orissa Gazette*, dated the 1st May 1942) on the subject indicated above, I have the honour to state that the instructions issued in this connection for the drawal and accounting of advances for the above purpose and for the recoveries of these advances effected from the pay bills of Government servants have not in many cases been fully observed by the drawing officers, specially in the schedules of recoveries, particulars as to (i) the number and date of the voucher in which the advance was originally drawn, (ii) the names in full of Government servants, specially menials, constables, warders, process-servers, peons, etc., (iii) the dates of transfers to or from other offices, where necessary, (iv) the number of instalments and the up-to-date amount already paid including the present one, are not given. This has given rise to many difficulties in posting the amounts recovered from individuals in the Broadsheet maintained in this office to watch the recoveries. Consequently, many items of recoveries have still been left unposted in the Broadsheets.

2. To obviate all these difficulties and to avoid unnecessary correspondence and to arrive at the correct balance outstanding on the 31st of March 1943 against each person for whom advance has been drawn, I would request that a separate schedule of recovery of advances effected up to 31st March 1943 in the form, a sample of which is enclosed, may please be furnished to this office as early as possible.

3. In future the instructions issued may please be carefully observed.

I have the honour to be
 Sir
 Your most obedient servant
 B. N. SEN GUPTA
 Comptroller, Orissa

.....DEPARTMENT

Schedule of recovery of advances paid to Government servants for the removal of families from danger zones

Serial number	Whom the recovery was made	Designation	Name of the Treasury and number and date of the voucher in which the original advance was drawn	Amount of the advance	Amount recovered in each month												Total recovery	Balance on the 31st March 1943	Remarks*
					April 1942 to March 1943														
					1	2	3	4	5	6	7	8	9	10	11	12			
1	2	3	4	5	6												7	8	9

Signature.....

Designation.....

*In the Remarks column the reason of non-recovery in any month may be stated. If any particular officer has been transferred to another office, the name of the office and the month of transfer should be given. Conversely, when an officer has been transferred from another office, the office from which he has come and the month of transfer and the amount recovered in the old office should be stated.