



**GOVERNMENT OF JAMMU AND KASHMIR,
FINANCE DEPARTMENT.**

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Subject: - Reconciliation of Accounts.

C I R C U L A R

The Accountant General (A&E), J&K vide D.O. letter No. DC-01/Recon/2018-19/652-54 dated 07.09.2018 has intimated that the quarterly reconciliation of receipt and expenditure figures booked by the DDOs and compiled by the Accountant General is not being conducted by the Controlling officers/DDOs as per schedule.

2. The Accountant General (A&E), J&K Srinagar has prescribed the following time-schedule for carrying out reconciliation according to which the departmental representatives from various Departments of the Government have to be deputed on specific dates for reconciliation of accounts (both receipts and expenditure) booked in their office with those booked in the office of Accountant General (A&E), J&K.

First Quarter	1 st to 15 th August
Second Quarter	1 st to 15 th November
Third Quarter	1 st to 15 th March
Fourth Quarter	1 st to 15 th June.

3. All the Administrative Secretaries are, therefore, requested to direct the Controlling Officers falling under their Administrative Control to get reconciliation of figures conducted strictly as per the prescribed schedule.

Sd/-

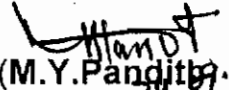
**(Navin K. Choudhary), IAS
Principal Secretary to Government,
Finance Department.**

No. DGAT/PS/DR/428

Dated 24-09-2018.

Copy to the:-

1. Vice-Chairman & Director General, J&K Institute of Management, Public Administration and Rural Development.
2. Financial Commissioner, Revenue.
3. Financial Commissioner, Planning and Development Department.
4. Principal Resident Commissioner, J&K Government, New Delhi.
5. Principal Secretary to the Governor.
6. Accountant General (A&E), J&K Srinagar.
7. Chairman/Chief Executive Officer, J&K Bank.
8. Chief Electoral officer, J&K.
9. All Commissioners/Secretaries to the Government.
10. Divisional Commissioner, Kashmir/Jammu.
11. Director General, Information, J&K/J&K Funds Organization/Audit & Inspections.
12. Director, Codes/Budget
13. Director, Accounts & Treasuries, Kashmir/Jammu
14. All Director(s) Finance.
15. All Heads of Departments/Managing Directors of PSUs.
16. All Deputy Commissioners.
17. Secretary, J&K Legislative Assembly/Council.
18. Private Secretary to Hon'ble Minister for Finance, Labour & Employment.
19. All Treasury Officers.


(M.Y. Pandita) 24/9/18
Director General,
Accounts & Treasuries,
Finance Department.