

88th ROC MEETING (30 & 31 May 2019) - ACTION TAKEN REPORT

No	Agenda Points	Point raised by	Section involved	<i>ACTION TAKEN REPORT based on the decisions taken in the ROC meeting</i>
1.	<p><u>Requirements in the sections of Main Office</u></p> <p><u>Accounts Section</u> – Tiles are broken</p> <p><u>ECHS & T</u> – Curtains are required</p> <p><u>Misc</u> - Wall Mount Fan</p> <p><u>DPDO</u> – A/c not functioning Mats required for Toilets Wheel Chair Toilet not cleaned (attached toilet)</p> <p><u>Pay</u> – Water Dispenser A/c in Chairman room not working</p> <p><u>Other requirements in the Office</u></p> <p>a)RO water required each floor b)Momento required for completing 30 years of service c)Annexe building Officer Toilet is broken (1st floor) AO.</p>	<p><i>AIDAA(CB) Pune Chennai Branch</i></p>	AN-VII	<ol style="list-style-type: none"> 1. <u>Accts Section</u> – Broken tiles have been replaced. 2. <u>ECHS & T Section</u> - Curtains already procured. MES authorities have been requested to provide the rods so that screens can be hung. Work will be completed before the end of June 2019. 3. <u>Misc Section</u> : Additional fans have been provided. 4. <u>DPDO</u> : Action on hand for replacement of the old AC. Wheel chair not required for DPDO Chennai as the pensioners can drive up to the door of the DPDO. Renovation of the attached toilet has been included as one of the items to be carried out in the Annual Works Maintenance Plan this year. 5. <u>Pay Section</u> : RO Water plant has been provided in all the floors of the Main Building. Action on hand for replacement of the old non working ACs 6. <u>Other requirements</u> : <ol style="list-style-type: none"> (a) RO Water plant has been provided in ground, first and second floors of Main Building and the First Floor of Annexe Building. (b) Officers/staff are felicitated at the time of their retirement. (c) All the toilets will be repaired and items wherever broken will be replaced by the MES at the earliest.

	<p><u>DAD Quarters</u></p> <p>a)Overhead water Tank to cleaned periodically</p> <p>b)Complaints are not attended by care taker</p> <p>c)Chairs required (for sections)</p>			<p>7. <u>DAD Quarters :</u></p> <p>(i) Regular cleaning of overhead tanks has been included in the Annual Works Maintenance Plan</p> <p>(ii) The Caretaker has been advised to respond immediately to the complaints in the Quarters. The same is also being closely watched by AN/VII Section.</p> <p>(iii) Enough chairs have been procured and given to the Sections. In case of any requirement the sections may place an indent to AN/VII Section which will provide the same.</p> <p><u>Action completed.</u></p>
2	<p><u>Action taken report</u></p> <p>Action taken report on the points raised in the 87th ROC held in Jan 2019 at Main Office may kindly be furnished. The Process of implementation of the points agreed upon in the 87th ROC may kindly be speeded up.</p>	<p>AIDAEA (HQ) Kolkatta Chennai Branch</p>	AN-II	<p>The action taken based on the decisions in the ROC meeting is indicated in the minutes. Therefore, the minutes of the meeting is nothing but the action taken report.</p> <p><u>Action completed.</u></p>
3	<p><u>MACP Cases</u></p> <p>Processing of MACP in r/o DEO's which are pending may be expedited.</p>	<p>AIDAEA (HQ) Kolkatta Chennai Branch</p>	AN-II	<p>Reply to this Office letter No.AN/II/015/MACP/2019 Dt.31/1/2019 is still awaited from Hqrs Office.</p> <p>Further action on grant of MACP will be expedited on receipt of suitable directions from HQrs Office.</p> <p><u>Action by : Admin/II (after receipt of directions from HQrs)</u></p>

4	<p><u>Solar Power Plant</u></p> <p>There is a solar power plant installed in the Annexe building of Main Office CDA Chennai. It appears to be not working condition. The feasibility of repairing/ replacing the solar power system may be looked into, further it is suggested that the capacity may be expanded to cater to the needs of the whole Office. As the policy of the Government is to encourage use of Non conventional Energy, this may be taken up on a priority basis initially. This can be expanded to all sub Offices subsequently.</p>	<p><i>AIDAEA (HQ) Kolkatta Chennai Branch</i></p>	AN-VII	<p>Statement of Case has been projected to HQrs for according administrative approval and allotment of funds.</p> <p><u>Action by : AN/Projects</u></p>
5	<p><u>Provision of drinking water for 2nd floor</u></p> <p>The AIDAEA Chennai Branch thanks the Chairperson, ROC for timely Provision of RO Plants in Main Office (in ground floor and first floor). It is requested to extend the facility to 2nd floor of the Main building also on a top priority basis.</p>	<p><i>AIDAEA (HQ) Kolkatta Chennai Branch</i></p>	AN-VII	<p>Besides Wet Canteen, RO Water Plant has already been installed in the following places :</p> <ol style="list-style-type: none"> (1) Ground Floor, Main Building (2) First Floor, Main Building (3) Second Floor, Main Building (4) First Floor, Annexe Building <p><u>Action completed.</u></p>
6	<p>Construction of new DAD guest house in Wellington area for staff members. Our DAD staff members from other stations are finding difficult to stay in hotels and lodges during their stay/visiting in Nilgiris without any guest house facility in this area.</p>	<p><i>AIDAA(CB) Pune Wellington Branch</i></p>	AN-V	<p>A board of Officers has been constituted for identification of suitable piece of land for construction of transit accommodation at Wellington and further to explore the possibility of constructing a transit accommodation within the DAD Qtrs Phase I (Supply Depot).</p> <p><u>Action by : AN/Projects, PAO MRC</u></p>
7	<p>Revetment wall in front of B4 & B5 Block in phase I qtrs. Construction of compound wall from tea estate corner ie behind B-3 qtrs to electrical transformer of B-1 qtrs. Provisioning of additional tank at Phase I &</p>	<p><i>AIDAA(CB) Pune Wellington Branch</i></p>	AN-V	<p><u>Common reply for point No.7 to 11</u></p> <p>Admin approval for Rs 5.23 lakhs accorded for Construction of Scooter Shed. Funds likely to be released in FY 2019-20.</p>

	II quarters. Toilet and bathroom doors to be changed to PVC from wooden in phase II qtrs. Renovation of badminton court in Supply depot quarters with flood lights			As regards other points, the SAO IC, PAO MRC has been advised vide our letter dt.20.5.2019 to meet the Station Commander and apprise him of the status of office and residential buildings.
8	Proposal for digging of open well and construction of overhead tank at phase I & II DAD quarters for streamling of water supply in emergent circumstances.	<i>AIDAA(CB) Pune Wellington Branch</i>	AN-V	The SAO IC PAO MRC has further been advised to convene a meeting with the B/R & E/M officials of GE Wellington (including AO GE Wellington) for ascertaining the maintenance works that are required to be carried out and the requirement of funds and also for expediting the AEs for the identified works. The issue is being closely monitored by AN/Projects
9	Cloth drying stand with 'T' model tyoe may be fixed for drying up the clothes in front side of quarters in r/o both Phase I & II quarters	<i>AIDAA(CB) Pune Wellington Branch</i>	AN-V	Action : AN/Proj & PAO MRC
10	Tarring of road inside Phase I & II DAD qtrs, since old tarring has completely worn out. The occupants have facing difficult to travel in this road during night time and rainy seasons. Some occupants already met some minor accident due to bad condition of the road.	<i>AIDAA(CB) Pune Wellington Branch</i>	AN-V	
11	R.O. Plant may please be affixed in Phase I & II quarters for drinking purpose. Since our occupants are denied to take drinking water from community development centre. Wellington, One RO plant each may be newly procured and fixed in r/o both the Phase I & II quarters.	<i>AIDAA(CB) Pune Wellington Branch</i>	AN-V	

12	<p><u>Proposal for observing 5 day week for ALAO Coimbatore</u></p> <p>Main Office has intimated vide Ir.No.AN/II/87th ROC Dt.5/2/19 that a reminder has also been issued to Hqrs vide letter Dt.30/1/19.The Hon'ble Chairperson is requested to pursue the matter with HQ Office for early confirmation in this regard.</p>	<p><i>AIDAEA(HQ) Kolkatta Coimbatore Branch</i></p>	AN-I	<p>Based on our proposal projecting five day week for LAO/RAO/AO GE, HQrs have taken up the issue with other PCsDA / CsDA vide their letter dt.7.1.2019 & 14.2.2019.</p> <p>Reminder has been issued to HQrs on 30.5.2019 for expediting the decision.</p> <p><u>Action by :</u> HQrs</p>
13	<p><u>PROPOSAL FOR PHOTO COPIER-CUM-FAX-CUM SCANNING MACHINE</u></p> <p>ALAO(A) Coimbatore has requested Main Office vide letter No.ALAO/CBE Dt.25/1/19 to provide a photo Copier-cum-fax-cum-scanning machine alongwith quotations. The Hon'ble Chairperson is requested to provide a Photo Copier-cum-fax-cum Scanner Machine to ALAO(A) Coimbatore for smooth functioning</p>	<p><i>AIDAEA(HQ) Kolkatta Coimbatore Branch</i></p>	AN-V	<p>Photocopier machine since provided to ALAO Coimbatore.</p> <p><u>Action completed.</u></p>
14	<p><u>PROPOSAL FOR ONE PRINTER AND ONE UPS</u></p> <p>Presently there are 02 printers and 02 UPS are available in the ALAO(A) Coimbatore for the available 03 computers in which 01 printer and UPS are attached with the Computer for the ALAO(A) Coimbatore and the remaining 01 printer and UPS are attached with the Computer for the use of staff. During power shutdown on Electricity interruption, 01 computer cannot be used without separate UPS. Moreover, it is very difficult to work for the staff with 01 printer and 02 computers. Hence the Hon'ble</p>	<p><i>AIDAEA(HQ) Kolkatta Coimbatore Branch</i></p>	EDP	<p>Requirements have been called for from all the sub-offices under CDA Chennai vide EDP Centre No. EDP/2858/HW-Proc/2019-20 dt.14/5/2019.</p> <p>The last date of receipt in this Office is 5/6/19.</p> <p>All requirements will be consolidated and taken up with HQrs for approval and allotment of funds for procurement.</p> <p><u>Action by :</u> All sub offices, EDP Centre</p>

	Chairperson is humbly requested to provide one more Printer and UPS to ALAO(A) Coimbatore for smooth functioning of day-today Office work.			
15	<p><u>PROPOSAL FOR POSTING 01 AUDITOR TO ALAO(A) COIMBATORE</u></p> <p>There are 51 units under the jurisdiction of ALAO(A) Coimbatore. Now 04 Auditors including 01 lady are performing all the local units out station units. Shri Ramachandran, SA had retired from service on 30/4/19. Hence the Hon'ble Chairperson is humbly requested to look into the matter personally and take necessary action to post 01 Auditor (preferably Gents) to ALAO(A) Coimbatore for effective functioning of Office work.</p>	<p><i>AIDAEA(HQ) Kolkatta Coimbatore Branch</i></p>	AN-I	<p>One more Auditor posted to ALAO Coimbatore and orders already issued.</p> <p><u>Action completed.</u></p>
16	<p><u>Shortage of Staff:-</u></p> <p>The issue of shortage of staff in our office has been discussed in the ROC many times earlier. Apart from six Auditors transferred to Leh/ Ladak without substitute during March 2019 now transfer orders in respect of 04 Auditors have also received and will be relieved by the end of May, 2019 which will definitely affect the normal working in this office. Moreover, the one and only Hindi Translator have also relieved from this office on her promotion. Chairman, ROC may kindly take necessary action for posting of more staff to our office to tide over the situation.</p>	<p><i>AIDAEA (HQ) Kolkatta Kannur Branch</i></p>	AN-I	<p>The issue has again been taken up in detail with Hqrs Office vide this Office letter No.AN/I/13/Tr/Corr/XX dt.17/5/19 for posting of additional staff to PAO(Ors) DSC Kannur.</p> <p>Reply awaited from HQrs.</p> <p><u>Action by : AN/I</u></p>

17	<p><u>Digging of well in office as well as Burnacherry Staff Qtrs:-</u></p> <p>As a result of collapse of MES open well near to our Office during January, 2019, the water supply to the office as well as Burnacherry Staff Qtrs have been badly affected. Acute water shortage is there and the tanker supply is not at all sufficient to meet the requirements. MES have not taken any initiative to repair the open well or to dig a new well. It is, therefore, proposed that a new Well may be considered for digging in our Office as well as Staff Qtrs at Burnacherry.</p>	<p>AIDAEA(HQ) Kolkatta Kannur Branch</p>	AN-V	<p>The matter has been already taken up with the MES Authorities who have informed, no immediate solution is available with them as the collapsed well is not in repairable condition. Laying of separate water pipe line to augment the water supply is under their active consideration subject to allotment of funds.</p> <p>In the meanwhile SO(Works), Station Hqrs has intimated that a proposal for digging up of well in place of collapsed well is under consideration for which AEs have already been prepared.</p> <p><u>Action by :</u> PAO DSC</p>
18	<p><u>Amenities in Ladies Room:-</u></p> <p>The matter has been discussed in the last ROC as well. No further progress is made in the matter. Necessary sanction may kindly be accorded for early solution to the problem.</p>	<p>AIDAEA(HQ) Kolkatta Kannur Branch</p>	AN-V	<p>It is stated that due to vote on account, we have been authorized to spend only 1/3rd of the budget for the period 1 April – 31 July 2019.</p> <p>Therefore, the proposal will be taken up for consideration after full fledged allotment of funds for FY 2019-20 by HQrs Office.</p> <p><u>Action by :</u> AN/Contingency</p>
19	<p><u>Shortage of furniture in Office:-</u></p> <p>The shortage of infrastructure facilities mainly furniture in this office is badly affecting the general working conditions of office as a whole. In order to get maximum output, sufficient number of tables and chairs may be provided to this office.</p>	<p>AIDAEA (HQ) Kolkatta Kannur Branch</p>	EDP & AN/V	<p>It is stated that due to vote on account, we have been authorized to spend only 1/3rd of the budget for the period 1 April – 31 July 2019.</p> <p>Therefore, the proposal will be taken up for consideration after full fledged allotment of funds for FY 2019-20 by HQrs Office.</p> <p><u>Action by :</u> AN/Contingency & EDP (for computer Tables & chairs)</p>

20	<p><u>Enhancement and upgradation of Network system:-</u></p> <p>It has come to the notice of the Association that a proposal in this regard has already been submitted by the EDP Section to the M.O for appropriate action. It is emphasized that this proposal is very genuine and need to be attended on priority to enhance the efficiency and overall output. Chairman ROC may kindly look into the matter personally and get it cleared as early as possible.</p>	<p><i>AIDAEA(HQ) Kolkatta Kannur Branch</i></p>	EDP	<p>PAO DSC has been requested by EDP Centre to project a revised and comprehensive proposal for further consideration and projection to HQrs.</p> <p><u>Action by :</u> PAO DSC & EDP</p>
21	<p><u>Air-conditioning of DARC Hall:-</u></p> <p>Our office is having a vibrant DARC. Number of activities are being held in DARC Hall including classes, lectures etc. M.O may kindly consider air-conditioning of the DARC Hall as a welfare measure to the Officers and staff members. Necessary funds may be allotted to meet the expenditure.</p>	<p><i>AIDAEA (HQ) Kolkatta Kannur Branch</i></p>	AN-V	<p>As the building belongs to the Army Authorities, the SAO IC, PAO DSC Kannur has been directed take up the issue with the Station Commander (who is also the Commandant, DSC Centre) for providing the Air Conditioner from their regimental / welfare fund as a one time measure.</p> <p><u>Action by :</u> PAO DSC Kannur</p>
22	<p><u>Leakage in Office Building:-</u></p> <p>The sorry state of affairs of office buildings which were constructed during 1960s have been brought to the notice of higher authorities on several earlier occasions. Leakage from the roof is everywhere during monsoon season resulting damage to the vital records and electronic/electrical gadgets. Necessary action need to be taken on priority to arrest leakage from the roof as the onset of monsoon is very imminent.</p>	<p><i>AIDAEA (HQ) Kolkatta Kannur Branch</i></p>	AN-V	<p>CDA Chennai has already taken up the issue demi- officially with the GOC, HQrs Dakshin Bharat Area vide DO letter dt.5.2.2019.</p> <p>As a consequence, Col Q vide his DO letter dt.7.2.2019 has directed the Station Commander, Kannur (who is also the Commandant, DSC Centre) for allotment of adequate funds for maintenance.</p> <p>SAO IC, PAO DSC has therefore been directed vide our letter dt.15.5.2019 to apprise the Station Cdr accordingly and request for allocation of adequate funds.</p> <p>The SAO IC has also been directed to liaise with the AGE Kannur to expedite the works. The issue is being closely monitored by AN/Projects of Main office. <u>Action by :</u> PAO DSC & AN/Proj</p>

23	<p><u>Enhancement in maintenance fund:-</u></p> <p>The annual allotment under maintenance head is very meager as compared to the work involved. Due to old age of buildings, normal maintenance is not at all sufficient to meet the requirements. Even for normal maintenance, the allotments are insufficient. Chairman, ROC may kindly consider enhancement of maintenance allotment to at least 10 lakhs per annum.</p>	<p>AIDAEA (HQ) Kolkatta Kannur Branch</p>	AN-V	<p>It is stated that request for allotment of funds is based on the projections given by the MES authorities at the time of Revised Estimates (in consultation with the user viz., PAO DSC).</p> <p>Despite issue of letters, no projection for funds at RE stage was given by MES.</p> <p>Further, out of the allotment of Rs 3 lakhs for maintenance of quarters, only Rs 1.84 lakhs has been spent.</p> <p>It has therefore been directed by Main Office vide letter dt.15.5.2019 to convene a meeting with the MES authorities for chalking out the Annual Works Maintenance Plan and projection of funds accordingly.</p> <p>The issue is being closely monitored by AN/Projects of Main office.</p> <p><u>Action by :</u> PAO DSC, AO AGE Kannur & AN/Proj</p>
24	<p><u>Action taken points:-</u></p> <p>Action taken on the previous ROC is not reflecting on the minutes of ROC. The same may be included in each minutes.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-II	<p>The action taken based on the decisions in the ROC meeting is indicated in the minutes. Therefore, the minutes of the meeting is nothing but the action taken report.</p> <p><u>Action completed.</u></p>
25	<p><u>Construction of new building for PAO (ORs) DSC, Kannur, proposal for transfer of existing land in the name of DAD:-</u></p> <p>Present position may be intimated.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-V	<p>As already stated in the earlier ROC meeting, the proposal is still under consideration of MOD.</p> <p><u>Action : ----</u></p>
26	<p><u>Repairs of Type 1 quarters:-</u></p> <p>Present position may be intimated since it is a long pending issue.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-V	<p>The matter has been discussed with Commandant DSC Centre by PAO I/c , who have assured that the subject issue will be resolved once special repairs to Block V & VI at Payyambalam staff Qtrs are completed.</p> <p><u>Action by :</u> PAO DSC, AN/Proj</p>

27	<p><u>Condition of Burnassery DAD Quarters:-</u></p> <p>The condition is still as it is and the repairs of four type 3 quarters still not completed.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-V	<p>Admin approval already accorded for Rs 3.36 lakhs and Rs 1 lakh already released in last financial year. Work will be completed this year.</p> <p><u>Action by : ---</u></p>
28	<p><u>Scooter stand in Burnassery and Payyambalam Quarters (Point 86th ROC) :-</u> Present position may be intimated.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-V	<p>The statement of case for construction of scooter stand is under preparation for submission to MES Authorities for including in the Annual Works Programme.</p> <p>SAO IC has been directed vide our letter dt.15.5.2019 to expedite the AEs for according admin approval</p> <p><u>Action by : PAO DSC</u></p>
29	<p><u>DAD Guest house at Kannur (87th ROC) :-</u></p> <p>A DAD Guest house may be constructed at Kannur for officers and staff</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-V	<p>PAO I/c has been directed to explore the feasibility of having MoU with Management of Hotel Star Inn, Kannur regarding stay of DAD Officers/staff.</p> <p><u>Action by : PAO DSC Kannur.</u></p>
30	<p><u>Unjustified deduction in TA/DA advance on permanent Transfer:-</u></p> <p>Entitled TADA has not been paid to the Auditors who were under transfer orders on state expense even in the beginning of financial year.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN/ TADA	<p>As per Hqrs Office directions allotment from April 2019 to July 2019 has been restricted to 1/3 rd of expenditure of the previous financial year due to vote on account. Hence this office was constrained to pay less TADA advance to the Auditors who have been transferred due to budget constrains as illustrated above.</p> <p><u>Point dropped.</u></p>
31	<p><u>Honorarium:-</u> Since the last 3/4 years , the honorarium granted to the officers and staff of this office has been at different rates and the low paid staff viz Canteen staff, MTS,Clerks etc were getting a nominal amount which is discriminatory in nature when viewed against the practice being followed earlier. Honorarium, if paid should be in a uniform rate to all the staff members since lower level do the original works. Chairman may looked in to matter.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-I	<p>Honorarium has been sanctioned taking into account all factors involved. Therefore, the proposal for uniform rate of honorarium to all the Officers and staff is not agreed to.</p> <p><u>Point dropped.</u></p>

32	<p><u>Issue of Hot weather Establishments:-</u></p> <p>Hot weather establishments like soap, glasses, towels etc for the officers and staff are not being issued for many years. The same may be issued every year.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-V	<p>Financial sanction for Rs 6380/- already accorded to the proposal floated by PAO DSC.</p> <p><u>Action completed.</u></p>
33	<p><u>Pay Slip:-</u></p> <p>Presently Pay Slip for staff are printed on a piece of paper. It should be prepared in printed paper and the same may be issued at the earliest.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	--	<p>The organization has moved from Sugam OA system to Tulip OA system from 1.4.2019 in Main Office which will subsequently be extended to the sub offices.</p> <p>Under this system, the pay slip is being electronically sent to the email id of every Officer/staff.</p> <p>Physical printing of pay slip has already been dispensed with in Main office.</p> <p><u>Action by : ----</u></p>
34	<p><u>Conducting ROC at Kannur:-</u></p> <p>The chairman has assured conducting 88th ROC at Kannur and the venue has changed to Chennai. Next ROC may be conducted at Kannur.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	AN-II	<p>Will be positively considered subject to administrative requirements.</p> <p><u>Action by : AN/II</u></p>
35	<p><u>AMC for computer "AO GE Ezhimala" (Point No.46 of 86th ROC) :-</u></p> <p>It was agreed by the Chairman Steering Committee to conclude the AMC locally for AO GE Ezhimala, Kannur. But it is came to know that again the AMC concluded with the Chengalpet based firm. Earlier by repeated calls and informing Main Office, the firm has visited Ezhimala only two times for the whole year. It is therefore requested to conclude the AMC locally.</p>	<p>AIDAA (CB) Pune Kannur Branch</p>	EDP	<p>This Office letter No.EDP/2859/HW-Maint/19-20 Dt.1/5/19 forwarded to all sub-offices under CDA Chennai is referred to.</p> <p>A comprehensive AMC for hardwares has been concluded for the current year. The AMC, vendor has been clearly instructed to carry out scheduled preventive and corrective maintenance once in three months in all the sub-offices. Also unscheduled and on call corrective and remedial maintenance service will be carried out whenever needed.</p> <p>The helplines for maintenance necessity has been provided in the letter under reference.</p> <p>Main Office will constantly monitor the service call reports/feed</p>

				back reports submitted by the vendors and sub-offices and payment to the vendor will be made based on call reports. <u>Action by : EDP</u>
36	No progress has been seen on the following request in the previous three ROC meetings. Kindly initiate necessary action to resolve the issue at the earliest.Immediate attention is requested for emergency replacement / repair of the iron railings in front of DPDO-Trivandrum in order to avoid any mishap. Assurance has been given in the earlier meeting also but till date no developments are seen. Staff and age-old Pensioners are passing through the broken railings making their lives at risk. Hence, it is prayed to take instant measures to avoid any unfortunate event. One of the iron gate of the DAD Complex, Trivandrum which is jammed requires urgent repairs as it makes obstruct for any vehicle coming inside and outside the complex and resulting in traffic jam in the area. Speed-breakers are also insisted in front of DPDO-Trivandrum as it is a terrible affair to cross there.	AIDAA(CB) Pune TVM Branch	AN-V	Already taken up by Main office with GE Trivandrum on 22.4.2019. It has been intimated by AAO DAD Trivandrum that repair work already commenced on 14.5.2019. <u>Point dropped.</u>
37	Follow up action on the following point agreed in the last ROC meeting may please be ensured. Most of the DPDOs in Kerala (Kollam, Pathanamthitta, Kottayam, Trichur and Kannur) are now functioning in rented buildings and there is a huge expenditure on account of rent of these DPDOs since their installation. In shifting of establishment from one building to another after the lease period is also a cumbersome affair involving heavy expenses and high risk of loss of documents. Provision of land for these DPDOs may please be taken up	AIDAA(CB) Pune TVM Branch	AN-V	The CPDS (Centralised Pension Disbursement system) is expected to be implemented in this financial year. The modalities and time frame has not yet been communicated by HQrs. It would be appropriate to take up the issue regarding land for DPDOs with the State Government once the final shape of CPDS implementation is communicated. <u>Point dropped.</u>

	with State Government, positively. This will result in mammoth savings in our department budget. Also staff and pensioners will be relieved of their stress of shifting into new locations periodically.			
38	Delay in granting of ACP/MACP to Smt. Sudhakumari, MTS / 8339290 was a point in the last ROC meeting. The Chairperson had directed to resolve the issue in consultation with PCDA(P) Allahabad since counting of service was involved. No apparent progress in the case is happened till date. Please do the needful to get her service counted by the competent authority and MACP be granted at the earliest.	AIDAA(CB) Pune TVM Branch	AN-II	Grant of MACP in r/o Smt.Sudhakumari, MTS will be examined on receipt of the audit report from PCDA(P) Allahabad. <u>Action by :</u> AN/II
39	Claims forwarded to MO for passing has been clubbed together and credited into the account of the individual directly. Cheque slips are silent about any disallowances made on the claims and no details on the same is served on the individual. Please ensure the official is updated with any disallowances made on the claim submitted by him / her. The point was also raised and accepted in the last ROC meeting but not implemented yet.	AIDAA(CB) Pune TVM Branch	AN-IV	This Office has migrated from the existing Sugam OA system to Tulip OA System from 1.4.2019. The Tulip OA system allows for bunching of all the bills pertaining to one individual and single payment is generated for multiple bills. Therefore the disallowance could not be indicated in the cheque slip. AN/IV can always be approached either on phone or through email and details of disallowances will be communicated through email. <u>Point dropped.</u>
40	A Statement of Case for opening of an Office of the AAO (BSO) at Trivandrum has been forwarded to Main Office by AAO(DAD) Trivandrum vide their letter dated 27-03-2019. Erstwhile Offices of AAO(GE) have been upgraded to Office of AO(GE) and entrusted with additional responsibilities of contract scrutiny / passing of bills etc. At the same time staff strength in the said offices has been diminished	AIDAA(CB) Pune TVM Branch	IA & O&M Sec	Details and justification called for from AO GE Trivandrum and comparatively from other AOs GE doing revenue work vide Main Office letter dt.9/5/2019. On receipt of the information O&M study will be conducted to initiate further action. <u>Action by :</u> IA & O&M

	<p>drastically. The result can be seen / reflected in the area of revenue work in the said offices. The successful implementation of Projects like Bhawan, VISHWAK , NIDHI etc. are depending upon trained staff and infrastructure available at these Offices. An exclusive AAO(BSO) office can ensure that no revenue is left unaccounted. Hence, it is requested to consider the proposal positively.</p>			
41	<p>Scaling down of audit mandays has been done by Main Office vide Lr.No. IA/I/2315/LAP/ LAO(A) TVM dated 03-04-2019. Before that comments of LAO has been sought vide MO Lr.No. IA /I /2301/ LAP/Orders dated 18-02-2019 and in reply LAO-Trivandrum has rendered a detailed report dated 27-02-2019 substantiating with facts and figures as to why scaling down of mandays is not admissible / advisable. Unfortunately, IA section ignoring the ground reality took a conflicting decision to scale down mandays of three units without conducting any detailed study. The areas of curtailment of the mandays are Check Rolls of 654 EME Bn. Attached to 260 Fd.Wksp.Coy, GE(AF) Pulayanarkotta, and GE (Tirunelveli). It is unknown as to how these units were selected for the purpose of restriction of mandays when LAO himself advised for continuance of current scenario. It is humbly intimated that winding up of EME Bn. has not yet been materialized and so there is no material change in the nature of audit work of said unit. The same is the case with other two units. It is pertinent to mention here that no time and motion study has been conducted before scaling down the mandays. Hence, it is requested to</p>		IA	<p>1. Scaling down of audit mandays for 654 EME Bn was reduced with reference to number of posted strength in r/o civilian staff for whom the pay rolls are to be audited. The workshop is posted with appx. 11 staff at present and hence, 1 manday every month for auditing checkroll is considered to be on higher side. Therefore, the matter was discussed telephonically by Main Office with the LAO and ALAO and only upon detailed deliberation the decision of scaling down from 1 manday for each month to 1 manday fro 3 months of checkroll audit was agreed to.</p> <p>2. In r/o GE(AG) TVM and GE Tirunelveli the mandays worked out with reference to statistics on financial year-wise flow of bills, volume of misc. work, store audit, revenue work and number of service books in r/o of IEs to be audited. (Authorised and posted strength of Industrial employees of above GEs is 216 and 129 respectively.</p> <p>The process of scaling down of mandays to the above units have been carried out in consonance with the LAO concerned with due deliberations with all considerations of ground reality duly approved by the Competent Authority.</p> <p><u>Point dropped</u></p>

	restore the scaled down mandays and support the sub-offices to perform effectively.			
42	Proposal for Furniture and Pedestal Fan at LAO(A) Trivandrum is forwarded to MO and it is requested to consider the proposals favorably.	AIDAA(CB) Pune TVM Branch	AN-V	LAO (A) Trivandrum vide their letter dt.1.3.2019 have sent a proposal for procurement of furniture for Rs 7.87 lakhs which is too expensive. The issue will be examined and processed further during the visit to Trivandrum for inauguration of the Transit Accommodation. <u>Action by : LAO (A) TVM & AN/V</u>
43	A new reception desk may please be provided at the front office of DPDO-Trivandrum.	AIDAA(CB) Pune TVM Branch	AN-V	The AAO DAD Trivandrum has been directed to approach the MES Authorities for providing AEs for the new reception desk / improvements to the existing reception desk. <u>Action by : AAO DAD TVM</u>
44	Leave Part-II-OO No.99 dated 15-03-2019 published by the MO contains errors on the balance of leave column. It may please be rectified after counter check with service book.	AIDAA(CB) Pune TVM Branch	AN-IV	Leave of every individual has been rectified and correct leave balance have been initiated in the service book of the individuals. <u>Point dropped</u>
45	Application of other employment submitted by newly recruited staff is not forwarded by MO on the ground that there is a limitation of only four chances available to apply for outside employment. According to Para.3(a) of Government of India OM No. 28011/1/2013-Estt(C) dated 23-12-2013, applications from temporary Government servants should be readily forwarded unless there are compelling grounds of public interest for withholding them. The four opportunities in a year is applicable only to permanent government Servants. As these newly recruited staff who are under probation period and confirmation letter has not been served on them, their status is	AIDAA(CB) Pune TVM Branch	AN-I	Requests for appearing in examinations by the newly recruited staff are always being favourably considered and permission given. <u>Point dropped.</u>

	purely temporary. Hence, withholding of application in such a case is not justifiable.			
46	Part-II-OO for fixation of pay of Auditors at par with new entrants under sixth pay commission is not yet been published and so requested to finalize the same as early as possible.	AIDAA(CB) Pune TVM Branch	AN-III	Part II O.O. w.r.t. fixation of pay have been already published and payment of arrears in r/o affected cases has been effected accordingly. Action : Completed
47	Parking facility at DPDO – Trivandrum may be Reinstated to avoid hardships to visiting pensioners.	AIDAA(CB) Pune TVM Branch	AN-V	Based on the DO letter from CDA Chennai to the Station Commander, AAO DAD Trivandrum had approached Stn HQrs. Lt. Col. Mohankumar SSO2 visited the site on 09/5/2019 and assured to offer favorable report to Station Commander. Further progress being watched. Action by : AAO DAD TVM
48	Details of recovery / payment not shown in Cheque slip : Details of payment/ recovery in respect of bills passed by CDA Chennai are not mentioned in the cheque slip due to which staff members are not in a position to know the payment details. This issue was raised in the previous ROC but still the same is not being done. Hon'ble Chairman is requested to look into the matter.	AIDAEA HQ Kolkata Br Kochi	AN IV	This Office has migrated from the existing Sugam OA system to Tulip OA System from 1.4.2019. The Tulip OA system allows for bunching of all the bills pertaining to one individual and single payment is generated for multiple bills. Therefore the disallowance could not be indicated in the cheque slip. AN/IV can always be approached either on phone or through email and details of disallowances will be communicated through email. Point dropped.
49	<u>Provision of DAD Complex</u> Offices situated in Kochi under CDA Chennai are in various location. There are six offices in Kataribagh and DPDO in Thevara area of Kochi. All these Offices do not have sufficient facilities like lack of recreation room, toilet and other adequate facilities required by an Office. Chairman is	AIDAEA HQ Kolkata Br Kochi	AN/V	The AO GE Offices have to be co-located with the GE Offices and therefore they cannot be shifted. The ZO AAO (Army) Kochi was formed only in 2010 whereas the DAD Office Complex in Thevara was opened sometime in early 2000.

	requested to take up the matter with MES authorities for provision of a DAD Complex wherein all the offices can be situated			However, the idea of locating the LAO (Army) and the ZO AAO (Army) Kochi in Thevara will be explored. Action by : AN/Projects.
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