

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E) II,
MAHARASHTRA, NAGPUR**

No. HRM-I/SS&PIP/F-126 / 299

Date 18/02/ 2021

Office Order

HRM-III / Legal Cell section has been formed in the Administrative group w.e.f 01-02-2021. The work related to HRM-I, HRM-II and Confidential Cell has been assigned to the new section as under.

Sr. No	Work allotted to HRM-III (new section)	Work Transferred from section
1	i) Administrative Court Cases: ii) Empanelment of Standing Counsel iii) Limbs related work and reports iv) All Court cases related reports to Headquarters etc.	HRM-I and HRM-II HRM-I HRM-I and HRM-II HRM-I and HRM-II
2	Vigilance, Disciplinary cases (Gr. B NGE and Gr.C cadre), related reports.	HRM-I
3	Vigilance, Disciplinary cases (Gr. B cadre), related reports.	Confidential Cell
4	APARs (Gr. 'B' NGE and Gr. C cadre), related reports.	HRM-I
4	CGHS card, medical reimbursement Claims	HRM-II
5	Pay Fixation (All Cadres except Gr. A)	HRM-I and HRM-II
6	Review under Rule 56(j) and Rule 48 of CCS (Pension) Rules, related reports.	HRM-II

Three new sections in Funds wing have been formed and the work assigned is as under.

Sr. No	New Section	Work allotted (new section)
1	Fund-2	i) Clearance of missing Credit ii) un-post credit iii) Part want / full want debit in respect of other than class IV and AIS officers for previous years.
2	Fund-3	i) Clearance of missing debit ii) un-post debit iii) Part want / full want credit in respect of other than class IV and AIS officers for previous years. iv) Posting of sanction orders in respect of other than class IV and AIS officers
3	Plus / Minus balance Cell	i) Plus balances in closed accounts ii) Minus balances in live and closed accounts. iii) Clearance of PF suspense (including old items) iv) Follow up of old part payments and return cases and dormant accounts and transfer of balance cases.

(Authority: Pr. Accountant General's order dated 01/02/2021)

Sd/-
Dy. Accountant General (Admn)

No. HRM-I/SS&PIP/F-126 / TR- 1130-A

Date 18/02/ 2021

Copy for information to:

1. Private Secretary to Pr. Accountant General.
2. Stenographer to All Group Officers.
3. Welfare Officer.
4. Internal Audit Officer
5. Sr.AO HRM-I / Confidential Cell, the relevant records/files may be transferred to HRM-III for further needful action.
6. Sr.AO HRM-II/III, the relevant records/files may be transferred to HRM-III for further needful action.
7. All Branch Officers
8. Sr. Accounts Officer/Log & Supp. (4 copies) for display on notice board.
9. Sr. Accounts Officer/EIS for uploading on Internet.
10. Office order / Spare copy

Sd/-

Sr. Accounts Officer / HRM-I