

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL
(AUDIT-II)
ODISHA:: BHUBANESWAR
CIRCULAR**

Officers & staff of the O/o the Pr. A.G(AU-II), Odisha, Bhubaneswar (including field offices) desiring to avail **House Building Advance(HBA) and Personal Computer Advance(PCA)** for the Budget Estimate 2022-23 may apply for the same.

The computer advance will be allowed maximum five times in the entire service.

Applications should be submitted to **Administration** Section (separately for HBA and PCA) through proper channel on or before **25.04.2022**. Application form should be filled in properly and signed by the applicant himself. Application received after the due date i.e, **25.04.2022** and incomplete in any respect will not be accepted under any circumstances and rejected without assigning any reasons thereof. Submission of incorrect/false/fabricated information and suppression of facts will be viewed seriously and suitable disciplinary action as deemed proper will be taken against those officials including Departmental proceedings as per CCS (Conduct) Rules. The following documents/declaration may be enclosed with the application form.

1. A letter of **Indent/Quotation/Negotiation** from the recognised/reputed/authorised dealer/agent/private party to supply the personal computer within a period of one month from the date of issue of the letter.
2. **No demand certificate** from O.E. Section to the effect that no Personal Computer Advance is outstanding against him/her.

**Sd/-
Sr. Audit Officer/Admn**

Memo No.: Admn(AU-II)/5-3/(Loan&Adv)/2022-23/ 43

Date : 12 April 2022

Copy forwarded to:-

1. Secretary to Pr. A.G. (AU-II)
2. DAG(AMG-I& AMG-III)
3. DAG(AMG-II), Puri.
4. Branch Officer in charge of Admn/AMG-III(C)/AMG-I(C)/AMG-II(OE),Puri/OE/OM-I/ITA/EDP/HindiCell&Trg./Welfare/Notice Board(Main Office)
5. Spare copy.


Sr. Audit Officer/Admn