**INDIAN AUDIT AND ACCOUNTS**

**DEPARTMENT**

**ADMINISTRATIVE REPORT**

**2022-2023**

**Updates upto AUGUST, 2022-2023**

**Office of the Accountant General (A. & E.) -II, U.P., Prayagraj**

**Organizational Structure**

**Shri R.K. Solanki** is holding the charge as Accountant General in the office of the Accountant General (A. & E.) – II, U.P., Prayagraj.

The charges of the Group Officers are as under:

1. **Administration:**

**Shri Rajendra Kumar Khare**, Sr. Dy. Accountant General is holding the charge of the

Administration Group.

**2. Pension & G.E.:**

**Shri Rajendra Kumar Khare**, Sr. Dy. Accountant General is holding the charge of the

Pension & G.E. Group.

**3. Funds**:

**Ms Sahil Sangwan**, Dy. Accountant General is holding the charge of the Funds Group

**4. Treasury Accounts & VLC:**

**Ms Sahil Sangwan**, Dy. Accountant General is holding the charge of the Treasury Accounts Group.

**5. Works:**

**Ms Sahil Sangwan**, Dy. Accountant General is holding the charge of the Treasury Accounts Group.

**6. B.O. Lucknow:**

**Shri Rajendra Kumar Khare**, Sr. Dy. Accountant General is holding the charge of B.O. Lucknow.

**Monthly Administrative Report (Admn. Wing)**

**Budget**: **2022-2023**

|  |  |  |
| --- | --- | --- |
|  **Heads** | Budget(In thousands of Rupees) | Expenditure up to 09/2022(In thousands of Rupees) |
| Salaries, Wages & OTA | 475417.00 | 288736.21 |
| Travel Expenses | 1892.00 | 1812.22 |
| Rents, Rates & Taxes | - | - |
| Office Expenses | 7272.10 | 4597.55 |

 **Retirements:**

 The details of employees who bade farewell to this office till 31th August, 2022

|  |  |  |  |
| --- | --- | --- | --- |
| **SI.****No** | **Name & Designation****Smt/Sri** | **P.No.** | **Date of Retirement/Death** |
| 1. | Ashok Kumar, A.A.O. | B/1973 | 30/04/2022 |
| 2. | Sushil Kr. Srivastava, Sr. Acctt. | D/1857 | 30/04/2022 |
| 3. | Shrish Verma, Supervisor | C/1284 | 30/06/2022 |
| 4. | J.P. Tewari, Supervisor | C/1434 | 30/06/2022 |
| 5. | Zishan Hussain, Supervisor | C/1822 | 30/06/2022 |
| 6. | Neeraj Shukla, Asstt. Supervisor | M/1899 | 30/06/2022 |
| 7. | Jagannath Chatterjee, Asstt. Supervisor | M/3431 | 30/06/2022 |
| 8. | Ramesh Chandra Mishra, Sr. Acctt. | D/3361 | 30/06/2022 |
| 9. | Robin Barua | B/1445 | 31/07/2022 |
| 10. | Hakim singh. | B/2443 | 31/07/2022 |
| 11. | V.K Kanujia | C/1250 | 31/07/2022 |
| 12. | Gayan prasad tripathi | C/1341 | 31/07/2022 |
| 13. | Gama prasad | C/1926 | 31/07/2022 |
| 14. | S N Panday (VRS)  | M/2077 | 29/07/2022 |
| 15. | Ram Pyare | M/2268 | 31/07/2022 |
| 16. | Shiv Bali | M/2590 | 31/07/2022 |
| 17. | Suresh puri Goswami | D/3339 | 31/07/2022 |
| 18. | Bhola nath | G/3331 | 31/07/2022 |
| 19. | Gautam Prasad | G/3461 | 31/08/2022 |
| 20. | Vikas Jaiswal | B/2069 | 30/09/2022 |
| 21. | S N Mishra | M/2222 | 30/09/2022 |
| 22. | Prahlad singh | M/3265 | 30/09/2022 |
| 23. | Murari lal Yadav | D/3327 | 30/09/2022 |

**In-house Training**

**(General & EDP Courses)**

01.04.2022 to 31.08.2022

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.No.** | **Name of Course** | **Period** | **Slots** |
| 1. | KFA/KRA | 05/04/2022 – **0**6**/04/202**2 | 04 |
| **2.** | Training on MS Word with basic knowledge of UNICODE typing | 07/04/2022 – **0**8**/04/202**2 | 04 |
| 3. | APAR & writing performance appraisal | 26/04/2022 - 27/04/2022 | 12 |
| 4. | Basic Training on MS Word and MS Excel with Unicode Type | 09/05/2022 - 10/05/2022 | 03 |
| 5. | Special Course on GPF Module | 30/05/2022 – 31**/0**5**/202**2 | 05 |
| 6. | Working of A/c Current and RBD Section | 08/06/2022 – 09/06/2022 | 07 |
| 7. | Working of PC Section | 28/06/2022 – 29/06/2022 | 07 |
| 8. | Records management of A&E Offices | 05/07/22 – 06/7/2022 | 04 |
| 9. | New pension scheme for central Government | 28/07/22 – 29/07/2022 | 10 |
| 10. | Advance course on MS office(word,Excell,Access) | 07/07/22-08/07/2022 | 04 |
| 11. | Training on PAO compact 2000 | 26/07/22-029/07/2022 | 04 |
| 12. | Training on Power Point | 10/08/22 – 11/08/2022 |  04 |
| 13. | Training on MS Word & MS Excel with Unicode Type | 30/08/2022 – 31/08/2022 |  04 |
| 14. | Right to information Act | 3/08/2022 – 4/08/2022 | 10 |
| 15. | Training for MTS Staff | 24/08/2022 – 25/08/2022 | 28 |

 **RTI Training**

 **(General & EDP Courses)**

01.04.2022 to 31.08.2022

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No.** | **Name of Course** | **Period** | **Slots** |
| 1. | Principles of Networking, Internet & Network Security | 04/04/2022 – 08**/04/202**2 | 02 |
| 2. | IGAS & IGFRS | 18/04/2022 – 21**/0**4**/202**2 | 05 |
| 3. | Advance course on MS Word and MS PowerPoint | 09/05/2022 – 13/05/2022 | 02 |
| 4. | Finance and Appropriation Accounts | 11/05/2022 – 13**/0**5**/202**2 | 02 |
| 5. | Advance course on MS Access | 13/06/2022 – 21/06/2022 | 02 |
| 6. | Suspense A/c, PD A/c, Maintenance of Broadsheets and Misc. issues | 27/06/2022 – 29/06/2022 | 15 |
| 7. | Advance course on MS Excel | 11/07/2022-16/07/2022 | 01 |
| 8. | Mid career Training Programme (Level 2) | 18/07/2022-23/07/2022 | 02 |
| 9. | Mid career Training Programme (Level 2) | 18/07/2022-23/07/2022 | 02 |
| 10. | All India workshop on GASAB&Netural Resources Accounting | 26/07/2022 – 27/07/2022 | 01 |
| 11. | Principal of Networking ,Internet and Network Security | 01/08/2022 – 05/08/2022 | 01 |
| 12. | GPF module | 16/08/2022 – 17/08/2022 | 02 |
| 13. | Operation & Working in IFMS Enviornment &Overview of treasury System and Inspection | 22/08/2022 – 27/08/2022 | 01 |

**MANUALS:**

|  |  |  |
| --- | --- | --- |
| **SI No.** | **Name of Manuals** | **Printing Year** |
| 1 | Procedure manual of VLC | 2005 |
| 2 | Works Manual | 2008 |
| 3 | Pension Manual | 2006 |
| 4 | GE Manual | 2006 |
| 5 | Forest Manual | 1992 |

**IMPLEMENTATION OF OFFICIAL LANGUAGE POLICY**

**Meeting**: - Nil.

**Hindi workshop**: - Hindi workshop was organized online on 15.6.2022.

**Nomination**: - Nil.

**Inspection**: - Nil.

**Computer Cell***:*

The Computer Cell looks after all the computer hardware and software requirements of the office and matters related to purchase, physical verification and Annual Maintenance Contract.

**No. of Hardware in this office:**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Name of Hardware** | **Numbers** |
| 1 | Servers | 19 |
| 2 | Computer | 479 |
| 3 | Printers | 112 |
| 4 | UPS | 263 |

**Computer Cell is managing/ looking after the following important works:**

1. Procurement of computer stationery, hardware and software.
2. Maintenance of office intranet. All manuals, Attendance , Gradation List, Leave Accounts, Circulars & office orders etc. have been placed on the office Intranet and are being updated regularly.
3. Composite website, SMS Service and I.T. Security related matters.
4. Change management of VLC & GPF.
5. Technical part of development of interface under IFMS
6. Annual maintenance of Computer hardware, and networking is being done by 3rd party vendor.
7. Annual maintenance of CCTV and Biometric is being done by 3rd party vendor
8. Updation of hardware/software on web based Inventory.
9. Procurement of SMS services for GPF subscribers of UP Government.

**6.0 General Provident Fund**

A Deputy Accountant General is the Head of this group. The General Provident Fund (GPF) accounts of subscribers in respect of Agriculture, Animal Husbandry, Cooperative, Law and Justice, Medical, Public Health, Family welfare, Irrigation, Public works and Forest Department of Uttar Pradesh Government, Other than Class IV employees are maintained by this office.

6.1 **General.**

* + 1. The Government of Uttar Pradesh introduced the system of maintenance of pass book by all Drawing and Disbursing Officers with effect from 01.04.1985 under the GPF U.P. Rules 1985. Payment of 90% balances standing at credit of the subscribers in his Pass Book is made at the time of the death/retirement by the Drawing and Disbursing Officer. The residual balance of 10% available in GPF account of a retired/expired subscriber is authorized by this office after necessary scrutiny. As a result, work relating to issue of Final Payment Authorities also involves the reconciliation and settlement of discrepancies between the pass book maintained at drawing and disbursing officer's level and the subscribers/account maintained in this office.
		2. Annual statement of GPF account in respect of all subscribers are uploaded on official website in the month of September every year. Uploading of accounts statement is given wide publicity. The accounts statement for the year 2021-22 have been uploaded on 28.06.2022 on official website. The subscribers can print out the statement with the help of his/her date of birth. Such statements help the subscribers to get acquainted with each year’s account position and enables them to take up correspondence with the office for redressal. The increased awareness as well as reconciliation prior to 90% payment, made mandatory by Ministry of Finance, Uttar Pradesh has added to our work load.
		3. Besides above, Visitor Facilitation Cell is functioning for prompt redressal of grievances of visiting subscribers and Fund-1 monitors settlement of complaints received from the Headquarters' Office.
	1. **System Improvement.**

1. Various actions have been initiated by A.G. and DAG to improve the working of Fund Wing. Funds Wing have been reorganized major head wise under a Branch Office, posting of GPF details till final payment.
2. The matter regarding missing schedules and half filled details in schedule is being taken up with Director of Treasuries at high power committee meeting and doing workshop with TOs/DDOs.

1. GPF data is being maintained in Oracle Package.
2. The ALPM computer section has been provided a format for proving of monthly account at the end of each month closing.
3. DAG (Funds) is regularly holding meeting with Branch Officers & sectional head of Funds Wings for improvement in FP and other cases.
4. GPF Authorities have been computerized to reduce the problem of visibility of various details provided in them.
5. Posting of GPF details from Establishment Vouchers, is carried out in order to reduce the missing credits.
	1. **Interaction with State Govt.**

We have developed a healthy interaction with some State Govt. Departments. Some of the activities which have been followed up are:-

1. Meeting with Finance Secretary U.P. with regard to discuss GPF related issues like recovery/write-off the amount of Minus Balances in Final Payment cases.
2. Correspondence and meeting with Director of Treasuries for proper and complete submission of schedules, mention correct account numbers-names of GPF subscribers to avoid missing credits and unposted items.
3. Workshop with TOs/DDOs to submit schedules in complete shape.
	1. **Final Payment Cases**.

Effective measures are being undertaken for the clearance of Final Payment cases at the earliest and within the stipulated time.

 The position of receipt and clearance of Final Payment cases up to the month of September-2022 is as under:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  Year | Cases outstanding as on 1st April 2022 |  Cases received upto 30 September -2022 |  Cases Cleared up to 30 September-2022 | Cases outstanding at the end of theSeptember -2022 |
|  2022-23 | 57 | 4340 | 4256 | 141 |

* 1. **Missing and un-posted items.**

 With a view to reduce the number of the missing and un posted items, all efforts have been made to prevent fresh accretion of missing and un posted items along with speedy settlement of the outstanding balances by posting of full details and correcting the various wrong account numbers.

The position of such items as on 30 September-2022 for six months is indicated below:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item Name & Year | O.B. as on 1st April 2022 | Addition during the period | Clearance during the period | Closing Balance at the end of the September 2022 |
| Missing Credits 2022-23, Upto 30 September -2022 | 116900 | 22487 | 23473 | 115914 |
| Missing Debit 2022-23,Upto 30 September 2022 | Nil | Nil | Nil | Nil |
| Un posted Credits 2022-23, Upto 30 September -2022 | 372 | 43 | 102 | 313 |
| Un posted Debit 2022-23,Upto 30 September -2022 | Nil | Nil | Nil | Nil |

* + 1. Missing credit in the GPF Account are mainly due to non furnishing of sufficient or incorrect information in the General Provident Fund Schedules prepared by Drawing and Disbursing Officers and transferred by treasuries. The matter has been taken up with the State Government and Director (Treasury) for providing the correct and complete schedules.
		2. These missing items are being cleared with the help of collateral evidence i.e. pass books of subscribers provide by DDOs. The details of pass book are also being brought by various peripatetic parties send from various fund sections to different DDO's. The details are also being received from DDOs through general correspondence.
	1. **General (Ordinary) letters.**

 Each and every ordinary letters and other complaint cases are regularly diarized and are cleared as quickly as possible after receiving the wanting details from DDO's. At present these have increased due to subscriber being aware of the missing items. However, in near future these complaints are impacted to go down and subscribers GPF account will be fully rectified.

Details of clearance of ordinary letters for the month of September-2022 is given below:-

|  |  |
| --- | --- |
| Year | Clearance of OD letters during the period |
| 2022-23, Upto30 September -2022 | 10577 |

* 1. **Flow of work & Role of Co-ordinating Section**.

 The Schedule/Voucher/Challans are received in A.G.(A&E)-I and passed on to A.G.(A&E)-II. Credit posting section passes it to different posters for posting in subscriber’s account. DBA Cell provides them technical support. During posting the missing and unposted items are generated due to wanting schedules and incorrect name and GPF number of subscribers. Steps are taken to improve these missing and un posted items.

 The manual sections look after the clearance of Final Payment, 90% reconciliation, CAG cases, and other complaint cases and the Fund-I keeps close watch of all these. While DAG Funds Cell keeps a check of Final Payment, CAG, AG and DAG cases.

 The Fund-I section co-ordinates of these activities and put up various Head Quarters report and weekly reports to DAG and AG. It also controls TEs made by all manual sections. All other miscellaneous work related to fund wings is also managed by this section.

 944 minus balance cases were outstanding at the end of September 2022, for which reminder/recovery letter has been sent to concerned DDO/subscribers.

 The report of reconciliation cases/CAG cases and final payment cases are uploaded monthly and fortnightly on website of this office, which is helpful to the subscribers to know their GPF status.

**TAD Wing**

1.VLC wing is headed by Dy. Accountant General (TAD & VLC) who is assisted by one Branch Officer.

2. TAD Wing deals with the Treasury Accounts of State’s Treasuries related with the different Departments and their Major Heads. Compilation work is done by seven D.C. Sections in VLC package. This compilation is of primary nature as it is done with initial documents i.e. vouchers and receipts schedules and monthly data sent to O/o the PAG(A&E)- I for merger.

3. Details of Major Head, dealt by this office for compilation work are as under:-

**Payments: -** 2014, 2030, 2210, 2211, 2215, 2216, 2217, 2401, 2402,2403, 2404, 2405, 2415, 2416,2425, 2435, 2501, 2506, 2705, 4210, 4211, 4215, 4216, 4217, 4401, 4402, 4403, 4404, 4405, 4415, 4425 4435 and 7610/8000 related with above revenue expenditure heads.

**Receipts: -** 0030, 0210, 0211, 0215, 0216, 0217, 0401, 0403, 0404, 0405, 0415, 0425, 0435, 0506 and capital Receipts as per heads shown in payments.

4.Total No. of Vouchers compiled up to 08/2022 in the year 22-23 as on

 31-08-2022 = 183343

 Total receipt schedule compiled up to 08/2022 in the year 2022-23 = 4079

 5.Position of outstanding in D.A.A. Suspense to 08/2022 in 2022-23 as on 30.09.2022

(i) Payment 2.65 Crore ‘ (ii) Receipt ‘ Nil

6. Position of outstanding O.B. Suspense up to 08/2022 in 2022-23 as on 30.09.2022 in payment heads 55.69 Crores

7. Outstanding amount of A.C. bills up to 08/2022 (ending 30.09.2022)

 0.0238 Crores

**VLC Wing**

1. VLC wing is headed by Dy. Accountant General (VLC) who is assisted by one Branch Officer.
2. VLC package is currently running on platform of LINUX and Oracle 11g. Original package was developed by M/s Tata Consultancy Service. Certain components were modified by M/s CMC Ltd. New Delhi in the year 2009-10.
3. Project of Technical up-gradation of VLC is completed by M/s CMC Ltd. New Delhi and original platforms are being replaced by Linux and Oracle 11g. The Project is implemented from month Aug.2012.
4. VLC set up is presently centralized in a hall at IInd floor of the building where officials of TAD & WAD wings capture their accounts on nodes divided in cabins. There was a plan of decentralization of nodes with their placements in respective, sections of WAD &TAD with modular furniture by 2018-19,but its still awaited.

 AUTHORITY OF PENSION

1. The U.P. Govt. has taken over the work related to Pension of State Govt. Employees w.e.f 30/09/1988 and from thereafter. However, the revision of pension, family pension and other related misc. work of those state govt. employees who have retired/died prior to 30/09/1988 are still being done by this office.

2. Though the Central Govt. has transferred the Pension work relating to Central Employees to Central Pay and Accounts Office from 01/01/1990, but still the issue of the Payment Authorities in r/o Pension Revision, Family Pension, Commutation, Ex-Gratia Allowance of Burma Civil Pensioners are still being carried out by this office i.e. by Accountant General (A&E)-II, U.P. .

3. After the implementation of Pay Revision w.e.f. 01/01/1986 by the state govt., keeping view the requirement of revision, the revision work of Pension, Family, Pension revision of pension of death cases and revision of Gratuity of those employees who retired/died after 01/01/1986, but before 30/09/1988, are still being carried out by this office, after receiving the Pension papers from the concerned department.

4. The pension payment authority issued to all the Treasuries of U.P. including those pensioners of U.P. Govt., who want to draw pension from

other states, the Special Seal Authority is still being issued by this office to concerned Accountant General Office of that state. Similarly, the govt.

employees of other state who want to draw pension from U.P., the Authority is being issued to concerned treasuries by this office on the basis of Special Seal Authority. The other state pensioners drawing pension from various treasuries of U.P., the Accountant General Office (A&E)-II, U.P., , also undertakes the work of issuing orders from time to time regarding enhancement of relief on pension to all the Treasuries of U.P.

**5.** Settlement of Pension Cases during the m/o September**-2022** is as given below: -

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **YEAR** | **BALANCE** **OPENING** | **RECEIPT DURING THE MONTH****August -2022** | **SETTLEMENT DURING THE MONTH** **September-2022** | **BALANCE CLOSING**  |
|  |  |  |   |  |

6. Legal Cell has been established for settlement of legal notices and court cases in respect of Pension of retired state govt. employees. Settlement of Pension Revision Cases, Authority Letter under Special Seal received from Accountant Generals of other State, Complaint Cases received from Head Quarter, Legal Notices and Court Case during the m/o September **-2022 as under:-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CATEGORY** | **OPENING****BALANCE**  | **RECEIPT DURING August -2022** | **SETTLEMENT DURING THE MONTH of** **September -22** | **CLOSING****BALANCE**  |
| Revision Cases |  |  |  |  |
| Special Seal Authorities received from other AGs |  |  |  |  |
| Complaint Cases received from CAG office |  |  |  |  |

**Accounting Functions of Works Group**

**4.1 Work Accounts Group**, consisting of 15 sections, function under overall supervision and guidance of a Group Officer designated as Deputy Accountant General (Works). Basic functions of this group are as under:-

1. Scrutiny of initial Accounts received from Divisional Offices under the Departments of Public Works, Irrigation, Minor Irrigation, Rural Engineering Department and Ground Water of the State of Uttar Pradesh.
2. Preparation of data sheets (month wise and division wise) and their posting on computer.
3. Quarterly reconciliation of accounts with the figures of Division.
4. Maintenance of various works Broadsheets and Broadsheets of HBA & MCA in r/o employees of the Departments of Public Works and Irrigation.
5. Preparation of the statements of the Finance and Appropriation Accounts of the Departments of Public Works and Irrigation.
6. Cadre management of DA(s)/DAO(s), finalization of their personal claims and imparting training to newly recruited Divisional Accountants (Probationers).
7. Monthly Account Details are uploaded on website w.e.f. 4/15. This information

is communicated to all concerned Secretaries & Divisional Officers.

* + 1. **Works Coordination Cell (WC Cell)** is coordinating section of the Works Group. This section is responsible for deployment of personnel and intersectional transfer within wing. The section submits various Returns/Reports due to TM (Central) and Administration section of the office on due dates. It also prepares Annual Review**. Annual Review for the year 2020-21 has been prepared and sent to U.P. Govt. on 17-03-22**.

The section collects information regarding points to be raised in High Power Committee meetings held from time to time.

Efforts are made to improve the quality of accounts. W.C. Cell issues office orders/ instructions to sections concerned from time to time to keep watch over quality of compiled accounts received from divisions.

This section compiles M.I.S. report incorporating various deficiencies / shortcomings noticed in the divisional compiled accounts to be sent to respective Finance Controllers, HODs and Secretaries with a request to issue appropriate directions to their subordinates/DOs relating to improvements in accounts.

**4.1.2** **Book (Works) / F&A section** keeps watch over expenditure incurred and sends monthly appropriation along with comments regarding excess expenditure,(-) expenditure, expenditure without budget to the departmental Pr. Secretaries and HODs.

**4.1.3 Works Accounts Sections:** At present there are 8 works accounting sections i.e. WA-1 to WA-8, in the coordination. These sections are responsible for scrutiny of the compiled monthly Accounts and their posting on the VLC system received from **728 Engineering Divisions** (detailed below) of the State of Utter Pradesh at present. W.A sections also carry out Quarterly reconciliation of figures with Divisional Officers.

 These sections also maintain Works Broadsheets viz.Public Works Remittance (Head-1, Head-2) Public Works Deposit, MPSSA, CSSA etc., to monitor the clearance of outstanding balances and carry out correspondence related thereto, prepare reports/provide information related to the Broadsheets.

**Account up to 08/2022 has been completed.**

Department-wise position of Divisions rendering accounts is as under:-

|  |  |  |
| --- | --- | --- |
|  | **Departments** | **Number of divisions rendering compiled accounts** |
| (i) | Public Works  | 237 |
| (ii) | Irrigation  | 367 |
| (iii) | Rural Engineering Departt.  | 75 |
| (iv) | Minor Irrigation | 37 |
| (v) | Ground Water | 14 |
| **Total** | **730** |

**4.1.4 WE (C) and IE (c) Sections** deal with Treasury accounts of Establishment of PWD & Irrigation divisions, Broad-sheets relating to DAA and O.B. Suspense. Suspense raised during the year under DAA suspense & OB suspense are cleared by obtaining requisite information / records from concerned units. These sections are also responsible for maintenance of Broad-sheets of HBA & MCA of the department of Public Works and Irrigation of the State of Uttar Pradesh. Annual Statements and NDCs are issued to all the Loanees by the sections.

**4.1.5** The cadre of Divisional Accountants/DAO(s) is managed by WM-1 Section. The section, in addition to transfer and posting of DA(s) also deals with their promotion to higher grades, confirmation on the post of DA, Disciplinary cases and complaints against DA(s)/DAO(s). The gradation list of the incumbents of the DA's Cadre as on 01.03.2021 was updated and compiled by the section.

 Personal claims of DA(s)/DAO(s) are promptly finalized by the WM-2 section.

 **The grade-wise and category wise incumbents in the cadre of DA(s) as on 01. 10.2022 was as under:-**

**As on 01.10.2022**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Cadre** | **SS** | **PIP** | **Male** | **Female** | **UR** |  **EWS** | **SC** | **ST** | **OBC** | **Ex Ser** | **OH** | **VH** | **HH** |
| 1 | Sr. DAO (Gr. 'B' Gazetted ) | 109 | 98 | 97 | 1 | 59 | NIL | 29 | 10 | NIL | NIL | 04(UR)01 (ST) | NIL | NIL |
| 2 | DAO Grade-1(Gr. 'B' Gazetted) | 182 | 180 | 175 | 5 | 87 | NIL | 39 | 12 | 42 | NIL | 02(OBC) | NIL | NIL |
| 3 | DAO Grade-2 | 182 | 173 | 166 | 7 | 90 | NIL | 25 | 6 | 52 | 04 | 03(UR02(OBC) | 01(OBC) | 02(UR) |
| 4 | DA | 255 | 95 | 87 | 8 | 49 | NIL | 06 | 1 | 39 | NIL | 04(OBC)02(UR) | NIL | Nil |
| DA (Probationers ) | 94 | 91 | 3 | 32 | 12 | 13 | 6 | 31 | 01(UR) | 01(UR) 01(OBC) | Nil | 01(UR) 01(OBC) |
| **Total** | **728** | 640 | 616 | 24 | 317 | 12 | 112 | 35 | 164 | 05 | **20** | **01** | **04** |

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 **2022&2023**

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 **अगस्त-2022-**23 **rd**

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**mRrj izns'k] प्रयागराजA**

**laxBukRed <kapk**

**Jh आर॰के॰ सोलंकी**] egkys[kkdkj }kjk ys[kk ,oa gdnkjh] द्वितीय] mRrj प्रदेश] Ikz;kxjkt ds dk;kZy; dk izHkkj ns[kk tk jgk gSA

oxkZf/kdkfj;ksa ds dk;ZHkkj fuEuor gSa%&

**1- प्रशासन %**

**Jh jktsUnz dqekj [kj**s] वरिष्ठ miegkys[kkdkj }kjk izशklu leUo; dk dk;Z ns[kk tk jgk gSA

2- पेंशन एवं जी॰ई॰ :

**Jh jktsUnz dqekj [kj**s] वरिष्ठ miegkys[kkdkj }kjk पेंशन leUo; dk dk;Z ns[kk tk jgk gSA

3- **fuf/k :**

**सुश्री साहिल सांगवान**]miegkys[kkdkj }kjk fuf/k leUo; dk dk;Z ns[kk tk jgk gSA

4- **jktdks"k** **एवं** **Okh0,y0lh0** %

**सुश्री साहिल सांगवान**]miegkys[kkdkj }kjk jktdks"k एवं Okh0,y0lh0leUo; dk dk;Z ns[kk tk jgk gSA

5- **निर्माण** %

**सुश्री साहिल सांगवान**]miegkys[kkdkj }kjk निर्माण leUo; dk dk;Z ns[kk tk jgk gSA

6- **शाखा कार्यालय लखनऊ** :

**Jh jktsUnz dqekj [kj**s] वरिष्ठ miegkys[kkdkj }kjk शाखा कार्यालय लखनऊ dk dk;Z ns[kk tk jgk gSA

**iz'kklfud izfrosnu ¼iz'kklu leUo;½**

1. **ctV&2022&23**

|  |  |  |
| --- | --- | --- |
| शीर्ष | **ctV ¼**₹ **gtkj esaa½** | **O;; ¼09-2022 rd½ ¼**₹ **gtk**र **esaa½** |
| osru etnwjh ,oa le;ksifj HkRrk | 475417.00 | 288736.21 |
| ;k=k HkRrk | 1892.00 | 1812.22 |
| fdjk;k 'kqYd rFkk dj | - | - |
| dk;kZy; O;; | 7272.10 | 4597.55 |

1. **lsok fuo`Rr&**dk;kZy; dks viuh iw.kZ lsok iznku djus ds mijkUr 31-08-2022 rd fuEu vf/kdkjh@deZpkjh lsokfuo`Rr gq, gSA

|  |  |  |  |
| --- | --- | --- | --- |
| क्र०सं० | नाम एवं पदनाम सर्वश्री | व्यक्तिगत सं० | सेवा निवृत्त तिथि |
| **1.** | अशोक कुमार, **स०ले०अ०** | **बी-197**3 | **30/04/2022** |
| 2. | सुशील कुमार श्रीवास्तव, **व० लेखाकार** | **डी-**1857 | **30/04/2022** |
| 3. | श्रीष वर्मा, पर्याबेक्षक | सी/1284 | 30/06/2022 |
| 4. | जे. पी. तेवारी, पर्याबेक्षक | सी/1434 | 30/06/2022 |
| 5. | जीशान हुसैन, पर्याबेक्षक | सी/1822 | 30/06/2022 |
| 6. | नीरज शुक्ला, सहायक पर्याबेक्षक | एम/1899 | 30/06/2022 |
| 7. | जगन्नाथ चैटर्जी, सहायक पर्याबेक्षक | एम/3431 | 30/06/2022 |
| 8. | रमेश चंद्र मिश्रा, वरिष्ठ लेखाकार | डी/3361 | 30/06/2022 |
| 9 | रॉबिन बरुआ | B/1445 | 31/07/2022 |
| 10. | हाकिम सिंह | B/2443 | 31/07/2022 |
| 11. | वी.के. कन्नौजिया | C/1250 | 31/07/2022 |
| 12. | ग्यान प्रसाद त्रिपाठी | C/1341 | 31/07/2022 |
| 13. | गामा प्रसाद | C/1926 | 31/07/2022 |
| 14 | एस एन पांडे (VRS)  | M/2077 | 29/07/2022 |
| 15. | रामप्यारे | M/2268 | 31/07/2022 |
| 16. | शिव बली | M/2590 | 31/07/2022 |
| 17. | गौतम प्रसाद | G/3461 | 31/08/2022 |
| 18. | विकास जयसवाल | B/2069 | 30/09/2022 |
| 19. | एस एन मिश्रा | M/2222 | 30/09/2022 |
| 20. | प्रहलाद सिंह | M/3265 | 30/09/2022 |
| 21. | मुरारी लाल यादव | M/3327 | 30/09/2022 |

**bu gkml izf'k{k.k ¼tujy ,oa bZ0Mh0ih0**)

**01-04-2022 ls 31-08-2022 तक**

|  |  |  |  |
| --- | --- | --- | --- |
| **dz0la0** | **ikB~;dze dk uke** | **vof/k** | **प्रशिक्षणार्थियों dh la[;k** |
| 1. | KFA/KRA | 05/04/2022 – **0**6**/04/202**2 | 04 |
| **2**. | **बेसिक ट्रेनिंग ऑन** MS Word **विथ बेसिक ट्रेनिंग ऑन यूनिकोड टाइपिंग** | 07/04/2022 – **08/04/202**2 | 04 |
| 3. | APAR & **राइटिंग परफॉरमेंस अप्रैज़ल** | 26/04/2022 –27**/0**4**/202**2 | 12 |
| 4. | **बेसिक ट्रेनिंग ऑन** MS Word **और** MS Excel **विथ यूनिकोड टाइपिंग** | 26/05/2021 – 27**/05/2021** | 03 |
| 5. | **स्पेशल कोर्स ऑन** GPF **मॉड्यूल** | 20/05/2021 – 21**/05/2021** |  05  |
| 6. | **वर्किंग ऑफ अकाउंट &** RBD Section | 08/06/2022 -09/06/2022 | 10 |
| 7. | **वर्किंग ऑफ** pc section | 28/06/2022 – 29/06/2022 | **04** |
| **8.** | **रिकॉर्ड मैनेजमेंट ऑफ** A&E Offices | 05/07/22 – 06/7/22 | **04** |
| **9.** | **न्यू पेंशन स्कीम फॉर सेंट्रल गवर्नमेंट** | 28/07/22 – 29/07/22 | 10 |
| **10** | **एडवांस कोर्स ऑन** MSOffice (word,Excel,Access) | 07/07/22-08/07/22 | 04 |
| 11 | **ट्रेनिंग ऑफ** PAO Compact 2000 | 26/07/22-29/07/22 |  04 |
| 12. | **ट्रेनिंग ऑफ पावर पॉइंट** | **10/08/22 – 11/08/22** |  **04** |
| 13. | **ट्रेनिंग ऑफ** MS Word **और** MS Excel **विथ यूनिकोड टाइपिंग** | **30/08/22 – 31/08/22** |  **04** |
| 14. | **राइट टु इन्फॉर्मेशन एक्ट** | 03/08/22 – 04/08/22 |  10 |
| 15. | **ट्रेनिंग फॉर MTS स्टाफ** | 24/08/22 – 25/08/22 |  28 |

**vkj0Vh0vkbZ0 izf'k{k.k (lkekU; ,oa bZ0Mh0ih0)**

**01-04-2022 ls 31-08-2022 तक**

|  |  |  |  |
| --- | --- | --- | --- |
| **dz0la0** | **ikB~;dze dk uke** | **vof/k** | **प्रशिक्षणार्थियों dh la[;k** |
|  | प्रिंसिपल्स ऑफ़ नेटवर्किंग, इंटरनेट & नेटवर्क सिक्योरिटी | 04/04/2022 – **08/04/202**2 | 02 |
|  | IGAS & IGFRS | 18/04/2022 – 21**/0**4**/202**2 |  05  |
|  | एडवांस कोर्स **ऑन** MS Word & MS PowerPoint | 09/05/2021 – 13/05/2022 | 02 |
|  | वित्तीय एवं विनियोजन लेखा | 11/05/2022 – 13**/0**5**/202**2 | 02 |
|  | एडवांस कोर्स **ऑन** MS Access | 13/06/2022 – 21/06/2022 | 02 |
|  | Suspense A/c, PD A/c, Maintenance of Broadsheets and Misc. issues | 27/06/2022 – 29/06/2022 |  15  |
|  | ऐडवांस कोर्स ऑन MS Excel | **11/07/2022-16/07/2022** |  **01**  |
|  | मिड कैरियर ट्रेनिंग प्रोग्राम (level 2) | **18/07/2022-23/07/2022** |  **02**  |
|  | मिड कैरियर ट्रेनिंग प्रोग्राम (level 2) | **18/07/2022-23/07/2022** |  **02**  |
|  | ऑल इंडिया workshop on GASAB & Natural Resources Accounting | **26/07/2022-27/07/2022** |  **01**  |
|  | प्रिंसिपल्स ऑफ़ नेटवर्किंग, इंटरनेट & नेटवर्क सिक्योरिटी | **1/08/2022 – 5/08/2022** |  **01**  |
|  | जी पी एफ़ MODULE | **16/08/2022 – 17/08/2022** |  **02** |
|  | OPERATING &वर्किंग IN IFMS INVIORNMENT OVERVIEW ओएफ़ ट्रेशरी सिस्टम & इन्सपैक्शन ऑफ | **22/08/2022 – 27/08/2022** |  **01** |

**eSuqvYl %&**

|  |  |  |
| --- | --- | --- |
| **dze la0** | **नाम** | **वर्ष** |
| 1 | izkslhMqvy eSuqvy vkQ oh0,y0lh0 | 2005 |
| 2 | oDlZ eSuqvy | 2008 |
| 3 | isaa'ku eSuqvy | 2006 |
| 4 | th0bZ0 eSuqvy | 2006 |
| 5 | QkjsLV eSuqvy | 1992 |

**राजभाषा नीति का क्रियान्वयन**

**बैठक** : शून्य ।

**कार्यशाला** दिनांक 15.6.2022 को हिन्दी कार्यशाला का ऑनलाइन आयोजित ।

**नामांकन** : शून्य ।

**निरीक्षण** : शून्य ।

**कम्प्यूटर प्रकोष्ठ:**

कम्प्यूटर हार्डवेयर एवं साफ्टवेयर सम्बन्धी कार्यालय की आवश्यकताओं, उनकी खरीद, भौतिक सत्यापन तथा वार्षिक रखरखाव अनुबन्ध, का कार्य इस प्रकोष्ठ द्वारा किया जाता है।

**कार्यालय के अन्तर्गत हार्डवेयर की संख्या:**

|  |  |  |
| --- | --- | --- |
| क्रम | हार्डवेयर का नाम | संख्या |
| 1 | सर्वर | 19 |
| 2 | कम्प्यूटर | 479 |
| 3 | प्रिंटर | 112 |
| 4 | यूपीएस | 263 |

**कम्प्यूटर प्रकोष्ठ अनुभाग द्वारा निम्नलिखित कार्य सम्पादित किये जाते हैः-**

1. कम्प्यूटर स्टेशनरी, हार्डवेयर एवं साफ्टवेयर का क्रय किया जाता है।

2. कार्यालय इन्ट्रानेट का रखरखाव। सभी मैनुअल, पदक्रम सूची, अवकाश लेखा, कार्यालय आदेश एवं परिपत्र कार्यालय इन्ट्रानेट पर अपलोड किये जाते है एवं उनका अद्यतन भी किया जाता है।

3. कम्पोजिट वेबसाइट, एवं आई0टी0 सिक्योरिटी से सम्बंधित मामले भी देखे जाते हैं।

4. वी0एल0सी0 एवं जी0पी0एफ0 का परिर्वतित प्रबंधन।

5. आई0एफ0एम0एस0 के अर्न्तगत इन्टरफेस के तकनीकी पहलूओं से सम्बंधित कार्य।

6. कम्प्यूटर हार्डवेयर के एएमसी एवं नेटवर्किग का कार्य थर्ड पार्टी वेन्डर द्वारा किया जाता है।

7. सीसीटीवी एवं बायोमेट्रिक का कार्य थर्ड पार्टी वेन्डर द्वारा किया जाता है।

8. वेब आधारित इंवैंट्री में हार्डवेयर एवं सॉफ्टवेयर का अद्यतन किया जाता है।

9. उत्तर प्रदेश सरकार के जीपीएफ ग्राहकों के लिए एस0एम0एस सेवाओं की खरीद की जाती है।

**v/;k; 6**

**gdnkjh lEcU/kh dk;Z**

**lkekU; Hkfo"; fuf/k leUo;**

* 1. lkekU; Hkfo"; fuf/k %&

mi egkys[kkdkj fuf/k ds izHkkj esaa fuf/k leUo; mRrj izns'k ljdkj ds d`f"k] Ik'kqikyu] lgdkfjrk fof/k ,oa U;k; ] yksd LokLF; o ifjokj dY;k.k ] flapkbZ ] yksd fuekZ.k ,oa ou foHkkxksaa ds deZpkfj;ksaa ¼ prqFkZ Js.kh deZpkfj;ksaa dks NksMdj ½ ds Hkfo"; fuf/k ys[ks dk j[k j[kko djrk gSA

* + 1. mRrj izns'k jkT; ljdkj }kjk foxr eb 1985 ls lkekU; Hkfo"; fuf/k mRrj izns'k fu;ekoyh 1985 ds varxZr vius deZpkfj;ksaa ds fgrkFkZ muds lEcfU/kr vkgj.k ,oa forj.k vf/kdkfj;ksaa }kjk muds Hkfo"; fuf/k [kkrs esa tek vFkok Hkfo"; fuf/k [kkrs ls vkgfjr /kujkf'k;ksaa dk ys[kk iklcqdksaa esaa j[ks tkus dh O;oLFkk izkjEHk dh xbZ ftlesaa vfHknkrk dh e`R;q vFkok lsok fuo`fRr ds le; muds ukekafdr mRrjkf/kdkjh vFkok Lo;a mls iklcqd esaa vafre vo'ks"k jkf'k dk 90 izfr'kr Hkqxrku djus dh vkKk fofgr Fkh A lsok fuo`Rr @ fnoaxr vfHknkrk ds Hkfo"; fuf/k [kkrs dh vof'k"V 10 izfr'kr jkf'k dk Hkqxrku] lEiw.kZ fuf/k izdj.k dh vk|ksikUr tkap ds mijkUr] bl dk;kZy; }kjk izkf/kd`r fd;k tkrk gS A vkgj.k ,oa forj.k vf/kdkjh }kjk vuqjf{kr Hkfo"; fuf/k [kkrk iklcqd esaa izfof"V;ksaa rFkk bl dk;kZy; ds fuf/k vuqHkkxksaa }kjk j[ks tkus okys fuf/k ys[ks ds chp dh folaxfr;ksaa ds vafre lek/kku dk vfrfjDr dk;Z Hkkj Hkh bl dk;kZy; }kjk ogu fd;k tkrk gSA
		2. bl dk;kZy; }kjk jkT; ljdkj dfeZ;ksaa ds Hkfo"; fuf/k ys[ks ds okf"kZd fooj.kksaa dks dk;kZy; dh osclkbZV ij viyksM djus ds iwoZ O;kid :Ik ls izpkfjr o izlkfjr fd;k tkrk gSA o"kZ 2021&2022 dk ys[kk fooj.k fnukad 28-06-2022 dks bl dk;kZy; ds csolkbZV ij viyksM dj nh x;h gS ftls dksbZ vfHknkrk fiu uEcj@tUe frfFk ds vk/kkj ij eqfnzr dj ldrk gS A bl izdkj vfHknkrk dks mldh okf"kZd ys[kk fLFkr ls mls voxr djk;k tkrk gS vkSj fdlh folaxfr dh fLFkfr esaa bl dk;kZy; ls i=kpkj djuk gksrk gS A foRr ea=ky; ] m0iz0 ljdkj }kjk vfHknkrk dks 90 izfr'kr Hkqxrku ls iwoZ dk;kZy; }kjk mlds ys[kksaa dk feyku vfuok;Z ?kksf"kr djus ds dkj.k dk;kZy; ds dk;ZHkkj esaa i;ZkIr o`f} gks x;h gSA
		3. bu ek/;eksaa ds vfrfjDr egkys[kkdkj ¼ys[kk ,oa gdnkjh½ f}rh; ds dk;kZy; esa O;fDrxr :Ik ls i/kkjus okys vfHknkrkvksaa ] lsok fuo`RRk vfHknkrkvksaa dh leL;kvksaa ds nzzqr lek/kku rFkk eq[;ky; ls izkIr gksus okys f'kdk;r izdj.kksaa ds rRdky lek/kku gsrq ,d ljyhdj.k izdks"B dk xBu Hkh fd;k x;k gSA
	1. **rU= mUUk;u**
1. o"kZ ds nkSjku egkys[kkdkj ,oa mi egkys[kkdkj }kjk fuf/k leUo; dh dk;Z iz.kkyh ds mUUk;u gsrq fofHkUUk dk;ksaaZ dk izorZu fd;k x;k gSA Hkfo"; fuf/k [kkrksaa ds ys[kkadu ls vafre Hkqxrku fd;s tkus gsrq ,d 'kk[kkf/kdkjh ds v/khu ys[kk'kh"kZokj fuf/k leUo; dk iquZxBu fd;k x;k gSA
2. vizkIr f'kM~~;wy ,oa viw.kZ f'kM~;wy dk izdj.k funs'kd] dks"kkxkj ,oa mPp Lrjh; desVh esaa mBk;k tkrk gSA
3. lkekU; Hkfo"; fuf/k vkadMs dk j[k&j[kko vksjsdy iSdst esaa fd;k tk jgk gSaa A
4. izR;sd ekg ds var esaa ekfld ys[kksaa ds izek.khdj.k gsrq ,0,y0ih0,e0 vuqHkkx dks ,d izi= vuqHkkxksa }kjk iznku fd;k x;k gSA
5. mi egkys[kkdkj ¼fuf/k½ }kjk le;&le; ij 'kk[kkf/kdkfj;ksaa ,oa vuqHkkx izHkkfj;ksaa dh cSBdsaa vkgwr dj vafre Hkqxrku ,oa vU; izdj.kksaa ds fuLrkj.k dh leh{kk dh tkrh gSA
6. lkekU; Hkfo"; fuf/k Hkqxrku izi= esaa fofHkUUk fooj.kksaa dh fuokZP;rk de djus ds mn~~ns'; ls Hkqxrku izi= dEI;wVjhd`r dj fn;s x;s gSaa A
7. Hkfo"; fuf/k fooj.kksaa dks dqN ys[kk'kh"kksaaZa ds LFkkiuk chtdksaa ds ek/;e ls ys[kkafdr djus ds fy, ,d lQy iz;ksx fd;k x;k] tks mi;ksxh fl} gqvk A lkekU; Hkfo"; fuf/k fooj.k LFkkiuk chtdksaa ds ek/;e ls ys[kkafdr fd;s tk jgs gSaa ftuesaa Hkfo"; fuf/k f'kM~~;wy lgk;d fl) gks jgs gSaa A
	1. **jkT; ljdkj ls fopkj foe'kZ**

jkT; ljdkj ls bl o"kZ Ik;kZIr ek=k esaa fopkj foe'kZ gqvk gS rFkkfi vfHknkrk ds foHkkx ls lh/ks fopkj foe'kZ gsrq iz;kl fd;s tk jgs gSaa ftu egRoiw.kZ eqn~~nksaa ij fopkj fd;k x;k gS muesaa ls eq[; gS&

* 1. वित्त सचिव यू0पी0 अंतिम भुगतान मामलों में माइनस बैलेंस की राशि की वसूली/राइट-आफ जैसे जीपीएफ से संबंधित मुद्दों पर चर्चा करने के संबंध में।
	2. f'kM~~;wy को उचित और पूर्ण रूप से प्रस्तुत करने के लिए कोषागार निदेशक के साथ पत्राचार और बैठक, मिसिंग क्रेडिट और अनपोस्टिड आइटम से बचने के लिए अभिदाता का सही खाता संख्या-नाम का उल्लेख करें।
	3. leqfpr ,oa lE;d f'kM~~;wy izs"k.k gsrq v|ru C;kt gsrq mPp Lrjh; lfefr ls foe'kZ
	4. **vafre Hkqxrku izdj.k** fu/kkZfjr le;kof/k ds iwoZ gh vafre Hkqxrku izdj.kksaa ds 'kh?kz fuLrkj.k gsrq izHkkodkjh mik; fd;s x;s gSaa A lkekU; Hkfo"; fuf/ka ds vafre Hkqxrku izdj.kksaa dh ekg सितंबर&2022 rd dh fLFkfr fuEufyf[kr gS%&

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  Ok"kZ  | 1 अप्रैल 2022 dks cdk;k izdj.kksaa dh la[;k  |  izkIr izdj.k dh la[;k  |  fuLrkfjr izdj.kksaa dh la[;k  |  सितंबर&2022 ds var esaa vof'k"V izdj.kksaa dh la[;k  |
| 2022-23]30 सितंबर &2022 rd | 57 | 4340 | 4256 | 141 |

* 1. **yqIr ,oa viqLrkafdr vkbVe %&**

yqIr ,oa viqLrkafdr vkbVEl dh la[;k U;wure djus ds mn~ns'; ls u;s yqIr ,oa viqLrkafdr vkbVEl esaa deh djus ds fy, iz;kl fd;s tk jgs gSaa lkFk gh xyr ys[kk la[;kvksaa dks 'kq} djds rFkk vfuLrkfjr QqyokUV fooj.kksaa dks ys[kkafdr djds iqjkus vkbVEl dk nzqr xfr ls lek;kstu fd;k tk jgk gS%&

30 सितंबर&2022 rd bl izdkj ds vkbVEl dh fLFkfr fuEuor~ gS%&

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| vkbVe rFkk o’kZ  | 1 अप्रैल 2022 dks izkjfEHkd 'ks"k  | izkfIr | fuLrkj.k  |  सितंबर-2022 ds var esaa vaafre 'ks"k  |
| yqIr vkbVe ØsfMV  2022-23] 30 सितंबर&2022 rd | 116900 | 22487 | 23473 | 115914 |
| yqIr vkbVe MsfcV 2022-23 30 सितंबर&2022 rd | 00 | 00 | 00 | 00 |
| viqLrkafdr vkbVe ØsfMV 2022-23] 30 सितंबर&2022 rd  | 372 | 43 | 102 | 313 |
| viqLrkafdr vkbVe MsfcV 2022-23] 30 सितंबर&2022 rd | 00 | 00 | 00 | 00 |

* + 1. bl dk;kZy; }kjk j[ks tk jgs Hkfo"; fuf/k ys[kksaa esa yqIr vfHknku izkIr gksus dk eq[; dkj.k vkgj.k ,oa forj.k vf/kdkfj;ksaa }kjk izsf"kr fd;s tkus okys f'kM~~;wYl esaa vlR; fooj.k vFkok vi;kZIr fooj.k izfo"V fd;k tkuk gSA

jkT; ljdkj ,oa funs'kd dks"kkxkj ls lgh vkSj iw.kZ :Ik ls Hkjs gq, f'kM~;wy izsf"kr djus ds fy, vuqjks/k fd;k tk pqdk gSA

* + 1. vfHknkrkvksaa dh iklcqd ds vk/kkj ij fn;s x;s lkEikf'oZd lk{;ksaa ds vk/kkj ij bu yqIr vkbVEl dk lek;kstu fd;k tk jgk gS A vkgj.k ,oa forj.k vf/kdkfj;ksaa }kjk vfHknkrk ds fooj.k miyC/k djk;s tkrs gSaaA
	1. **lk/kkj.k i=**

dk;kZy; esaa Mkd }kjk vFkok O;fDrxr :Ik ls izkIr izR;sd i= ,oa vU; f'kdk;rh i= iaftdkc} fd;s tkrs gSaa vkSj ;Fkk'kh?kz okafNr lwpuk;saa vkgj.k ,oa forj.k vf/kdkfj;ksaa ls ekax yh tkrh gSA orZeku le; esaa bl izdkj ds i=ksaa esaa o`f}] vfHknkrk }kjk vius [kkrs ds yqIr va'knkuksaa ds izfr tkx:drk ds dkj.k gks x;h gSA rFkkfi fudV Hkfo"; esaa vfHknkrk ds ys[ks iw.kZ 'kq} gks tkus ds dkj.k bl izdkj dh f'kdk;rksaa esaa deh vk tk;sxh A

o"kZ 2022-23 esaa lk/kkj.k i=ksaa ds fuLrkj.k dk fooj.k fuEu gS%&

|  |  |
| --- | --- |
| Ok"kZ  |  सितंबर&2022 ds var esaa fuLrkfjr i=ksa dh la[;k |
| 2022-23] 30 सितंबर&2022 rd | 10577 |

* 1. **dk;Z izokg vkSj leUo; vuqHkkx dh Hkwfedk**

izns'k ds dks"kkxkjksaa ls izsf"kr f'kM~~;wYl@chtd@pkyku dk;kZy; egkys[kkdkj ¼ys[kk½ izFke esaa izkIr gksrs gSaa। क्रेडिट पोस्टिंग vuqHkkx bl dk;kZy; ls lEcf/kar f'kM~~;wYl@pkyku dk;kZy; egkys[kkdkj ¼ys[kk½ izFke ls izkIr dj vfHknkrk ds ys[ks es vadu gsrq fofHkUu पोस्टरों dks Hkstrk gSaa A vuqHkkxksaa ds iksLVjksa dks rduhdh lgk;rk iznku djus dk nkf;Ro Mh0ch0,0 izdks"B ogu djrk gSA okafNr f'kM~;wy ,oa =qfViw.kZ uke] ys[kk la[;kvksaa ds dkj.k mRiUUk gksus okys yqIr va'knkuksaa o viqLrkafdr vkbVEl dh la[;k esaa o`f} ij vadq'k yxkus esaa lgk;rk Mh0ch0,y0lsy }kjk dh tkrh gSA bl izdkj ds yqIr va'knkuksaa o viqLrkafdr vkbVEl dh la[;k de djus ds mn~ns'; ls dne mBk;s x;s gSaa ekuo lapkfyr vuqHkkxksaa }kjk yqIr va'knkuksaa ds fuLrkj.k gsrq yqIr va'knku @vkgj.k izdks"B dh Hkh LFkkiuk dh x;h gSA

 vfHknkrk ds vafre Hkqxrku] 90 izfr'kr Hkqxrku gsrq ys[kk feyku] Hkkjr ds fu;a=d ,oa egkys[kkijh{kd }kjk izsf"kr f'kdk;rh izdj.k ,oa vU; f'kdk;rh i=ksaa ds fuLrkj.k dk dk;Z ekuo lapkfyr vuqHkkxksaa }kjk fd;k tkrk gSA fuf/k&1 vuqHkkx bl dk;Z gsrq fofHkUu vuqHkkxksa ds chp leUo; LFkkfir djrk gSaA mi egkys[kkdkj fuf/k izdks’B ds }kjk vfUre Hkqxrku ] lh0,0th0 egkys[kkdkj ,oa mi egkys[kkdkj f'kdk;rh izdj.kksaa dk vuqJo.k fd;k x;k gSA

 fuf/k leUo; vuqHkkx bu dk;ksaaZa dks lEikfnr djokdj eq[;ky; dks izsf"kr dh tkus okyh lkIrkfgd] ikf{kd ,oa ekfld fjiksVZ] ofj’B mi egkys[kkdkj ,oa egkys[kkdkj dks izLrqr djrk gSA ekuo lapkfyr vuqHkkxksaa }kjk cuk;h x;h varj.k izfof"V;kWaa dk fu;a=.k Hkh blh vuqHkkx }kjk fd;k tkrk gSA buds vfrfjDr fuf/k leUo; ds vU; fofo/k dk;Z Hkh blh vuqHkkx }kjk O;ofLFkr fd;s tkrs gSaaA

 \_.kkRed vo”ks"k izdj.kksa dh la[;k 30 सितंबर&2022 rd 944 Fkh ftlds fy;s vuqLekjd@olwyh gsrq i= lEcfU/kr vkgj.k forj.k vf/kdkjh@vfHknkrk dks Hksts x;sA fuf/k leUo; dks izkIr feyku ,oa eq[;ky; ls izkIr f'kdk;rh izdj.kksa dh izxfr dh tkudkjh izR;sd ekg ,oa vfUre Hkqxrku ds izdj.kkssa dh izxfr dh tkudkjh ikf{kd vk/kkj ij bl dk;kZy; dh osclkbV ij miyC/k djkbZ tkrh gS tks fd vfHknkrkvksa dks v|ru fLFkfr ls voxr djkus esa lgk;d gksrk gSA

**fuekZ.k leUo;**

**4.1 निर्माण समन्वय, जिसमें 15 अनुभाग है, वर्गाधिकारी, उप महालेखाकार/निर्माण के देख रेख में कार्य करता है। इसके कार्य निम्नलिखित हैः-**

* 1. **उ0प्र0 के लोक निर्माण, सिंचाई, लघु सिंचाई, ग्रामीण अभियत्रण विभाग, भूगर्भ जल के खण्डीय कार्यालयों से प्राप्त प्रारंभिक लेखों की जाँच।**
	2. **डाटाशीट (माहवार एवं खण्डवार) तैयार करना एवं उसकी कम्प्यूटर में पोस्टिंग।**
	3. **खण्डों के भुगतान एवं प्राप्तियों की धनराशियों का कार्यालय के लेखे से त्रैमासिक मिलान।**
	4. **विभिन्न निर्माण ब्राडशीट और लोक निर्माण तथा सिंचाई विभाग के कर्मचारियों के भवन निर्माण अग्रिम और मोटर वाहन अग्रिम के ब्राडशीटों का रख रखाव।**
	5. **लोक निर्माण एवं सिंचाई विभाग के वित्त एवं विनियोग लेखे से सम्बन्धित स्टेटमेन्ट बनाना।**
	6. **खण्डीय लेखाकार/लेखाधिकारी कैडर का प्रबंधन उनके व्यक्तिगत दावों का निपटान और नयी भर्ती किये गये परिवीक्षाधीन खण्डीय लेखाकारों को प्रशिक्षण देना।**
	7. **मासिक लेखा विवरण माह 04/2015 से लगातार बेवसाइट पर अपलोड की जा रही है, जिसकी सूचना सभी सम्बन्धित विभाग के प्रमुख सचिवों एवं खण्डीय कार्यालयों को प्रेषित की जा चुकी है।**

**4.1.1 निर्माण समन्वय प्रकेाष्ठ, निर्माण समन्वय का समन्वय प्रशासनिक अनुभाग है। यह अनुभाग कर्मचारियो/अधिकारियों की तैनाती एवं समन्वय के अंदर अंर्तअनुभागीय स्थानान्तरण का कार्य करता है। अनुभाग राजकोष विविध एवं प्रशासन अनुभाग को विभिन्न रिटर्न एवं रिपोर्ट समय से प्रेषित करता है यह अभियांत्रिक खण्डों की कार्य प्रणाली पर आधारित वार्षिक समीक्षा भी तैयार करता है। वार्षिक समीक्षा 2020-21 तैयार कर उत्तर प्रदेश सरकार को दिनांक 17-03-2022 को प्रेषित कर दी गयी है।**

**अनुभाग राज्य सरकार की स्थायी समिति की समय समय पर होने वाली बैठकों में उठाये जाने वाले मुद्दों से सबंधित प्रस्ताव तैयार करता है तथा लिये गये निर्णय पर कार्यवाही सुनिश्चित करता है। लेखे की गुणवत्ता सुधारने हेतु समय समय पर संबधित अनुभागों को खण्डों से प्राप्त लेखों की गुणवत्ता पर निगरानी रखने हेतु कार्यालय आदेश / निर्देश जारी करता है।**

**सुधार के प्रयास जारी रखते हुए खण्डों के संकलित लेखों में पायी गयी त्रुटियों/कमियों को सम्मिलित करते हुए एम0आई0एस0 रिपोर्ट संबंधित वित्त नियंत्रक विभागाध्यक्ष एवं विभागीय प्रमुख सचिव को इस अनुरोध के साथ प्रतिमाह प्रेषित की जाती है कि उनके द्वारा अपने मातहतों/खण्डीय अधिकारियों को लेखे में सुधार हेतु उचित निर्देश जारी किये जाये।**

**4.1.2 बुक वक्र्स/वित्त एवं विनियोग, किये गये व्यय पर निगरानी रखता है और अधिक व्यय ऋणात्मक व्यय बिना बजट के व्यय पर मासिक विनियोग लेखे पर टिप्पणी के साथ विभागीय प्रमुख सचिवों विभगाध्यक्षों एवं विभागीय वित्त नियंत्रक को प्रेषित करता है।**

**4.1.3 निर्माण लेखा अनुभाग, वर्तमान में निर्माण लेखे में 8 अनुभाग (नि0ले0-1 से नि0ले0-8 तक) हैं। ये अनुभाग 728 अभियंत्रण खण्डों से जिनका वर्णन नीचे किया गया है से प्राप्त संकलित मासिक लेखों की जांच करते हैं एवं उनकी वी0एल0सी0 सिस्टम पर प्रविष्ट करते हैं। ये अनुभाग खण्डों के *प्राप्ति* एवं व्यय की धनराशियों का त्रैमासिक मिलान भी करते हैं।**

**ये अनुभाग निर्माण ब्राडशीट यथा लोक निर्माण प्रेषण (हेड-1 एवं ।।) लोक निर्माण जमा नकद परिशोधन उचन्त लेखा सामग्री क्रय परिशोधन उचन्त लेखा इत्यादि का रख रखाव करते हैं, इनमें दर्शाये जा रहे अवशेषों के निस्तारण पर निगरानी रखते हैं और इस सम्बन्ध में आवश्यक पत्राचार भी करते हैं। ब्राडशीट से संबंधित रिपोर्ट तैयार करते हैं और वांछित सूचना प्रदान करते हैं।**

**08/2022 का लेखाकार्य पूर्ण हो गया है।**

 **संकलित लेखा प्रेषित करने वाले खण्डों की विभागवार स्थिति निम्नवत् हैः-**

|  |  |  |
| --- | --- | --- |
| **क्रम संख्या**  | **विभाग**  | **संकलित लेखा प्रेषित करने वाले खण्डों की संख्या**  |
| **1** | **लोक निर्माण**  | **237** |
| **2** | **सिंचाई**  | **367** |
| **3** | **ग्रामीण अभियंत्रण सेवा**  | **75** |
| **4** | **लघु सिंचाई**  | **37** |
| **5** | **भूगर्भ जल**  | **14** |
|  | **योग** | **730** |

**4.1.4 निर्माण अधिष्ठान (सं0) एवं सिंचाई अधिष्ठान (सं0) अनुभाग लोक निर्माण विभाग एवं सिंचाई विभाग के अधिष्ठान के कोषागार लेखों का लेखांकन विभागीय समायोजन लेखा उचन्त, आपत्ति पुस्तिका उचन्त से संबंधित कार्य करते हैं। वर्ष के दौरान विभागीय समायोजन लेखा उचन्त/आपत्ति पुस्तिका उचन्त से संबंधित कार्य करते हैं। वर्ष के दौरान विभागीय समायोजन लेखा उचन्त /आपत्ति पुस्तिका उचंत के अंतर्गत पुस्तंाकित उचन्त को संबंधित इकाइयों से आवश्यक सूचना /अभिलेख प्राप्त करके निस्तारित कर दिया जाता है। ये अनुभाग उत्तर प्रदेश के लोक निर्माण विभाग एवं सिंचाई विभाग की गृह निर्माण अग्रिम एवं मोटर वाहन अग्रिम से संबंधित ब्राडशीट का रख रखाव करते हैं। इन अनुभागों द्वारा अग्रिम धारक को वार्षिक विवरण और अनापत्ति प्रमाण पत्र निर्गत किये जाते हैं। इन अनुभागों द्वारा नियंत्रक अधिकारियों के प्राप्ति एवं व्यय की धनराशियों का त्रैमासिक मिलान किया जाता है।**

**4.1.5 खण्डीय लेखाकार/लेखाधिकारी संवर्ग का प्रबंधन निर्माण विविध प्रथम अनुभाग द्वारा किया जाता है। उनके स्थानांतरण एवं पदस्थापना के अतिरिक्त उच्च ग्रेड में पदोन्नति खण्डीय लेखाकार पद पर स्थायीकरण उनके अनुशासनात्मक प्रकरण शिकायतों सम्बन्धी प्रकरण सम्पादित किये जाते हैं । खण्डीय लेखाकार कैडर की पद क्रम सूची (1.3.2021) अद्यतन कर दी गयी है।**

**खण्डीय लेखाकार/लेखाधिकारी के वैयक्तिक दावों का निपटान त्वरित गति से निर्माण विविध-2 अनुभाग द्वारा किया जाता है।**

**डी0ए0कैडर की 01.10.2022 को पद क्रमवार एवं श्रेणीवार स्थिति निम्नवत् है:-**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **संवर्ग** | **स्वीकृत सं0** | **पी0आई0पी0** | **पुरूष** | **महिला** | **सामान्य** | **EWS** | **अनूसूचित जाति** | **अनूसूचित जनजाति** | **अन्य पिछड़ा वर्ग** | **सेवानिवृत कर्मचारी** | **ओ0एच0** | **वी0एच0** | **एच0एच0** |
| **1** | **वरिष्ठ खण्डीय लेखाधिकारी** | **109** | **98** | **97** | **01** | **59** | **0** | **29** | **10** | **शून्य** | **शून्य** | **04****अनारक्षित****01****अ०ज०जा०** | **शून्य** | **शून्य** |
| **2** | **खण्डीय लेखाधिकारी ग्रेड-1** | **182** | **180** | **175** | **05** | **87** | **0** | **39** | **12** | **42** | **शून्य** | **02 अ०पि०व०** | **शून्य** | **शून्य** |
| **3** | **खण्डीय लेखाधिकारी ग्रेड-2** | **182** | **173** | **166** | **07** | **90** | **0** | **25** | **06** | **52** | **04** | **03 अनारक्षित****02 अ०पि०व०** | **01****अ०ज०जा०** | **02 अनारक्षित** |
| **4** | **खण्डीय लेखाकार** | **255** | **95** | **87** | **08** | **49** | **0** | **06** | **01** | **39** | **शून्य** | **02 अनारक्षित****04 अ०पि०व०** | **शून्य** | **शून्य** |
| **5** | **खण्डीय लेखाकार (परिवीक्षाधीन)** | **94** | **91** | **03** | **32** | **12** | **13** | **06** | **31** | **01 (UR)** | **01 (अनारक्षित 01****अ०पि०व०UR** | **शून्य** | **01 अनारक्षित****01 अ०पि०व०** |
|  | **योग** | **728** | **640** | **616** | **24** | **317** | **12** | **112** | **35** | **164** | **05** | **20** | **01** | **04** |

**isaशu** **dk izkf/kdkj.k**

* mRrj izns”k ljdkj }kjk 30-09-88 ;k mlds ckn lsok fuo`r jktdh; deZpkfj;ksa dk isa”ku lEcU/kh dk;Z ys fy;k x;k gSA rFkkfi 30-09-88 ls iwoZ lsok fuo```Rr vFkok e`r deZpkfj;ksa dh isa”ku ds iqujh{k.k ] ikfjokfjd isa”ku vkfn dk dk;Z bl dk;kZy; }kjk lEikfnr fd;k tkrk gSA
* ;|fi dsUnzh; ljdkj }kjk dsUnzh; deZpkfj;ksa dk dk;Z Hkh dsUnzh; osru ,oa ys[kk vf/kdkjh dks 01-01-90 ls LFkkukarfjr fd;k tk pqdk gS] rFkkfi isa”ku iqujh{k.k ikfjokfjd isa”ku ]lkjka”khdj.k] oekZ ,Dl xzsfl;k HkRrk ds Hkqxrku gsrq izkf/kdj.k dk dk;Z bl dk;kZy; }kjk fd;k tkrk gS A
* izns”k ljdkj }kjk 01-01-86 ls u;s osrueku esa iqujhf{kr fd;s tkus ds ifj.kke Lo:Ik isa”ku rFkk e`R;q ,oa fuo`fRr miknku ds iqujh{k.k dh vko”;drk dks /;ku esa j[krs gq, 01-01-86 ;k mlds ckn vkSj 30-09-88 ls igys lsok fuo`Rr isa”ku Hkksfx;ksa ,oa fnoaxr jktdh; deZpkfj;ksa ds isa”ku izdj.kksa dk iqujh{k.k muds lacaf/kr foHkkxksa ls isa”ku izi= vkfn izkIr gksus ds ckn bl dk;kZy; }kjk fd;k tkrk gSA
* jkT; ds varxZr dks’kkxkjksa ls isa”ku gsrq Hkqxrku izkf/kdkj i= fuxZr fd;s tkus ds lkFk & lkFk mRrj izns”k ds mu isa”ku Hkksfx;ksa dks tks izns”k ds ckgj vU; jkT;ksa ds dks’kkxkjksa ls isa”ku izkIr djuk pkgrs gSa ] Hkqxrku gsrq lEcfU/kr egkys[kkdkjksa dks fof”k’V eqnzk izkf/kdkj i= fuxZr djus rFkk vU; jkT;ksa ds deZpkfj;ksa }kjk mRRkj izns”k esa Hkqxrku izkIr djus ds fufeRr vU; egkys[kkdkjksa ls izkIr fof”k’V izkf/kdkj i=ksa ds vk/kkj ij isa”ku Hkqxrku izkf/kdkj i= fuxZr djus dk dk;Z bl dk;kZy; ls lEikfnr gksrk gSA mRrj izns”k ds leLr dks’kkxkjksa ls Hkqxrku ik jgs vU; jkT;ksa ds isa”ku Hkksfx;ksa dks le; & le; ij lEcfU/kr jkT; ljdkjksa }kjk ns; jkgr dh Lohd`fr dks’kkxkjksa dks ifjpkfyr djus dk dk;Z Hkh egkys[kkdkj ¼ys[kk o gdnkjh ½f}rh; ds dk;kZy; ls gh gksrk gSA

**सितम्बर&2022** esa fuLrkfjr fd, x, isaशu izdj.kksa dk fooj.k fuEuor Gs.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **o”kZ** | **अवशिष्ट प्रकरण** | **अगस्त&2022 ds nkSjku izkIr izdj.k** | **सितम्बर& 2022 ds nkSjku fuLrkfjr izdj.k** | **vof’k”V izdj.k** |
| 2022-23 | 07 | 19 | 24 | 02 |

* iznsशh; ljdkjh deZpkfj;ksa lsok fuo`r }kjk nk;j isaशu laca/kh U;k;ky;h; izdj.kksa rFkk dkuwuh uksfVlksa ds fuiVku ds fy, yhxy lsy dh LFkkiuk dh xbZ gSAसितम्बर**&2022** esa isa”ku ys[kk laoxZ }kjk fuEufyf[kr iqujh{k.k izdj.k ] vU; egkys[kkdkjksa ls izkIr foशिष्ट eqnzk izkf/kdkj i= RkFkk eq[;ky; ls izkIr fशdk;rh izdj.kksa ds lkFk gh dkuwuh ukfVl ,oa U;k;ky;h; izdj.kksa dk fuiVku fd;k x;k gSA

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **dksfV** | **vof’k”V izdj.k**  | **अगस्त&2022 ds nkSjku izkfIr;kWa** | **सितम्बर&2022 ds nkSjku fuLrkfjr izdj.k** | **vof’k”V izdj.k**  |
| **1**-Ikqujh{k.k izdj.k  | 01 | 14 | 14 | 01 |
| **2**-vU; egkys[kkdkjksa ls izkIr fof”k’V eqnzk izkf/kdkj i= A | 73 | 122 | 113 | 82 |
| **3**-fu;a=d egkys[kk ijh{kd dk;kZy; ls izkIr fशdk;rh izdj.kA  | 01 | 27 | 26 | 02 |

**jktdks"k leUo;**

1. oh0,y0lh0 leUo; mi egkys[kkdkj ¼ jktdks"k o oh0,y0lh0½ ds v/khuLFk dk;Z djrk gS ftlds dk;Z lEiknu gsrq ,d 'kk[kkf/kdkjh fu;qDr gSaa A
2. vkoafVr foHkkxksaa ls lEcfU/kr eq[; 'kh"kZ ds dks"kkxkj ys[ks dk dk;Z jktdks"k leUo; }kjk fd;k tkrk gsA ys[kk ladyu dk dk;Z dqy lkr Mh0lh0 vuqHkkxksaa }kjk oh0,y0lh0 iSdst ij fd;s tkrs gSaa A
3. ys[kk ladyu dk dk;Z fuEufyf[kr eq[; ys[kk'kh"kksaaZ ls lEcfU/kr gSA

**O;; 'kh"kZ**

2014]2030] 2210] 2211] 2215] 2216]2217] 2401]2402] 2403] 2404] 2405] 2415] 2416] 2425] 2435] 2501] 2506] 2705] 4210] 4211] 4215] 4216] 4217] 4401]4402] 4403] 4404] 4405] 4415] 4425] 4435] ,oa 7610 @ 8000 tks mDr jktLo 'kh"kZ ls lEcfU/kr gS A

**izkfIr 'kh"kZ**

0030] 0210] 0211]0215]0216]0217] 0401] 0403] 0404] 0405] 0415] 0425] 0435] 0506] ,oa iawthxr O;; tks Åij mYysf[kr Js.kh ls lEcfU/kr iawthxr izkfIr;kWaa

4-foRrh; o"kZ 2022&23 ds ekg 08@2022 rd dqy ys[kk ladfyr fd;s x;s okmpjksaa dh la[;k & 183343

foRrh; o"kZ 2022&23 ds ekg 08@2022 rd dqy izkfIr

vuqlwfp;ka ftls ys[kkafdr fd;k x;k gS &4079

5 foRrh; o"kZ 2022&23 ekg 08@2022 ds ys[kkcanh rd foHkkxh; mpUr dh yfEcr /kujkf'k fuEuor~ gS

O;; 'kh"kZ 2-65 djksM

izkfIr 'kh"kZ 'kwU;

1. foRrh; o"kZ 2022&23 ds ekg 08@2022 rd ds ys[kkcUnh ds i'pkr~ ¼fnukad 31.09.2022 rd½ vkifRr iqfLrdk mpUr 'kh"kZ ds vUrxZr dqy /kujkf'k :0 55.69 djksM yfEcr gS A
2. ,0lh0 fcy dh fnukad 08@2022 की dqy /kujkf'k :0 0.0238 djksM fuLrkj.k gsrq yfEcr gSA

**Okh0,y0lh0 leUo;**

1. oh0,y0lh0 leUo;mi egkys[kkdkj ¼oh0,y0lh0½ ds v/khuLFk dk;Z djrk gSA ftlds dk;Z lEiknu gsrq 01 'kk[kkf/kdkjh fu;qDr gSA
2. orZeku ds oh0,y0lh0 iSdst ykbfuDl o vksfjdy 11 th lkQ~Vos;j ij dk;Z dj jgk gSA
3. oh0,y0lh0 ds VsfDudy vixzsMs'ku ls lEcfU/kr ;kstuk ij dk;Z eSllZ lh0,e0lh0 fyfeVsM ubZ fnYyh }kjk fd;k x;k gSA

orZeku esaa