

DISCLOSURE OF INFORMATION UNDER RULE 4 (1) OF RTI ACT, 2005

[Act 22 of 2005]

Name of the Office: Office of the Accountant General (A&E), Andhra Pradesh & Telangana, Hyderabad-500 004

1. **Location of the Office:** The Office of the Accountant General (A&E), Andhra Pradesh and Telangana is situated in Accountant General's Office Complex at Saifabad beside Reserve Bank of India, Hyderabad. The office is having main entrance on east side and one more entry on north side opposite Telephone Bhavan near Lakdikapool.
2. **Office timings:** This office observes five-day week i.e. Monday to Friday with Saturday and Sunday holidays. The Office timings are from 9:15 hrs to 17:45 hrs. Office remains closed on public holidays declared by Government of India.
3. **Functions of this office:** The office is headed by an IAAS officer in the rank of Principal Accountant General or Accountant General. The functions of the Office are divided into following Groups. Each Group is headed by an IAAS officer in the rank of Deputy Accountant General.
 - a) **Administration Group:** The Group is dealing with administrative matters relating to Recruitment, Promotions, Postings, Bills, and Trainings, Procurement of goods and services and disposal of RTI applications.
 - b) **Accounts & VLC Group:** The main functions of the Group is preparation of Finance and Appropriation Accounts of AP & Telangana Governments and submission of the same to respective State Legislature. Preparation of monthly Civil Account from the compiled accounts received from Treasuries and PAOs (for both Andhra Pradesh and Telangana).
 - c) **Works and Forest Group:** Maintenance of Works and Forest Department accounts of AP & TS Governments, reconciliation of DDO figures, maintenance of Loans and Advances of AP & TS employees and issue of clearance certificates and inspection of Treasuries under

the administrative control of both the states and reporting the findings to the concerned Director of Treasuries and Accounts, State Finance Department and Audit Department for eventual adoption of findings in the Audit Reports placed before the State Legislative Assemblies.

- d) **Pension Group:** Verification and authorization of Pensionary benefits to AP & TS Government employees including All India Service Officers borne on AP & TS cadres, Judicial Officers and Constitutional Authorities such as A P High Court, Members of AP & TS Public Service Commission, Lok Ayukta and A P Administrative Tribunal and Political Pensions of Freedom Fighters.
- e) **Funds Group:** Maintenance of GPF accounts of AP & TS Government employees, placing Annual Account Statements in the website and authorization of GPF amount in respect of retirement/death cases of AP & Telangana employees and also maintenance of GPF accounts of All India Service Officers borne in AP & TS cadre.

4. Powers and Duties of Officers and Staff: Powers and duties are derived from the constitutional provisions related to Comptroller & Auditor General of India (Art.148 to 151 of the Constitution of India), from C&AG (Duties, Powers & Conditions of Service) Act, 1971 and various rules & regulations notified under the Act.

[Click here](#) for more details regarding duties, powers and mandate

5 Various Forms : The details of various Forms in usage in the Office are listed in the Annexure-I.

6. Rules, regulations, Orders: The Office will function in accordance with rules and regulations prescribed under the following codes and manuals.

a) **Comptroller and Auditor General (Duties, Powers and Conditions of Service) Act, 1971:** The duties and powers of the Comptroller and Auditor General of India as enshrined in Article 148 to 151 of the Constitution of India have been further elaborated in this Act. Soft copy of the Act is enclosed.

a) **General Financial Rules, 2005:** General Financial Rules (GFRs) are a compendium of general provisions to be followed by all offices of Government of India while dealing with matters of a financial nature i.e., Budget formulation and implementation, Control of Expenditure against Budget allocation, Procurement of goods and services, Inventory management, Contract Management, Sanction of Loans and Advances, Budgeting and Accounting of Externally Aided Projects etc. Soft copy of GFR 2005 enclosed.

b) **Central Accounts Manual:** The Civil Accounts Manual contains detailed instructions and procedures relating to payments by Pay and Accounts Officers and cheque drawing DDOs of Civil Ministries/Departments of the Central Government and accounting, compilation, consolidation of annual accounts and inter-departmental, inter-governmental adjustments and ancillary matters which are required to be followed by Accounts Offices. Soft copy of Central Accounts Manual is enclosed.

c) **Manual of Standing Orders (Admn) Volume-I:** Manual of Standing Orders Volume-I gives the organisational set up of the department and also sets down the broad guidelines required to be observed in the working of the offices. Soft copy of the MSO (Admn) Volume-I enclosed.

d) **Manual of Standing Orders (A&E) Volume-I :** The MSO (A&E) has in 2 volumes; Volume I contains general matters relating to accounting and entitlement functions relating to the form and contents of the Finance and Appropriation Accounts and Volume-2 contains the instructions relating to the form and contents of the Finance & Appropriation Accounts. Soft copy of the MSO (A&E) Volume-I and II are enclosed.

e) **Manual of General Procedure:** The Manual of Procedure contains detailed instructions on conduct of office work in general. Soft copy of MGP enclosed.

f) **Pension Rules:** Authorization of pension cases in respect of AP &Telangana employees is being done in accordance with the provisions of APRPRs 1980.

g) **GPF Rules:** The procedure for admission into GPF, filing of nomination, regulation of subscription, drawal of GPF Temporary advance/ Part Final Withdrawal, crediting of annual interest, issue of GPF annual statements, closure and authorisation of GPF accounts on quitting of service by the subscriber is as per the AP GPF Rules in force.

7. Procurement: Procurement of goods and services, stationery items, Office furniture, Computer hardware/accessories, printing of state government annual accounts and other miscellaneous items is done strictly in accordance with procedure laid down under General Financial Rules, 2005. Purchase of goods above Rs.15,000/- and up to Rs. 1,00,000/- will be made based on the recommendations of a Local Purchase Committee constituted with 3 official members nominated by the Head of the Department. As regards, purchases worth above Rs.1,00,000/- will be made by inviting tenders after giving wide publicity on office website and in www.Tenders.Gov.in which is a Central Government website to host government tenders.

8. Transfer Policy: As per instructions of Comptroller and Auditor General of India, an official can be retained in the same seat for a period of 3 years and in the same section for a period of 5 years. Transfer of officials is done with the approval of DAG (Administration). However, in certain cases, Officers/officials may continue beyond the period due to critical /sensitive nature of work..

9. Committee for redressal of the complaints regarding sexual harassment: A Committee has been constituted for redressal of complaints regarding sexual harassment of working women. The constitution of the existing committee is as follows.

- Ms M Uma Maheswari, DAG(Pension), Chairperson
- Shri V S R K N V Prasada Rao, SAO, Member
- Smt R Prasanna Kumari, AAO, Member
- Ms N Seetharambai, Secretary, C Ramachandra Girls High School, Andhra Mahila Sabha, Hyderabad- Member

10. Recruitment: Direct Recruitment to Group "C" posts i.e., Accountant, Data Entry Operator, Clerk and Multitasking Staff is being done through Staff Selection Commission, New Delhi and appointment dossiers allotted to the Office through O/o Comptroller and Auditor General of India.

11. Citizen Charters: The Citizen Charter of Accountants General (A&E) is displayed at the entrance of the Office. The objectives of the Office in grievance redressal of pensioners/GPF subscribers is as follows.

Recognizing- the right of the pensioners to receive prompt settlement of their pensionary benefits and provident fund balance dues.

Conscious of- Our responsibility as scrutinizing and authorizing authority

In Evidence of- our commitment to provide and maintain the highest quality of service

We resolve-

- to authorize pensionary benefits and provident fund dues within **two months** of receipt of the cases complete in all respects
- to address the concerned authorities, in respect of deficiencies and defects within **one month**; and to keep the beneficiaries informed of such action
- to acknowledge receipt of all complaint cases within **one week**
- to furnish final replies to complaints relating to retirement benefits within **two months** of their receipt
- to furnish final replies to correspondence relating to discrepancies in general provident fund accounts within **three months** of receipt

We Further Resolve: to suitably disseminate knowledge and information on the procedures and processes to all stakeholders.

12. Budget/Grants/Expenditure: The details of budget vs. expenditure of the Office during 2013-14 to 2015-16 is detailed in the Annexure-II.

13. Tour Programme of Senior Officers: The Officers/officials will proceed on official visits/tours after obtaining prior approval of Head of the Department. The inspection parties of Treasury Inspection will proceed on official tour as per the approved tour programme.

14. Annual Reports: The Annual Appropriation and Finance Accounts of AP & TS Governments will be prepared and printed after obtaining approval of Comptroller and Auditor General of India and these Reports will be placed before respective State Legislatures.

Annual Review Report on the working of Treasuries of AP & TS Governments prepared and forwarded to respective Director of Treasuries and Accounts, Finance Department and Audit Department.

Annual Review Report on the working of PAOs (Public works and Forest Divisions) of AP & TS Governments prepared and forwarded Department of Works Accounts, Principal Secretaries of concerned Departments and Audit.

15. Organisation and Distribution of works in the Office: The distribution of work among Officers is as follows.

DAG (Admn)	DAG (Admn) will look after office administration, recruitment, promotions, establishment, disciplinary cases, staff matters apart from CPIO duties as Public Authority.
DAG (Accounts & VLC)	Preparation of monthly Civil Account from the compiled accounts received from Treasuries and PAOs (for both Andhra Pradesh and Telangana).
DAG (Pension)	Verification and authorization of Pensionary benefits to AP & TS Government employees, All India Service Officers borne on AP & TS cadres, Judicial Officers and Constitutional Authorities such as A P High Court, Members of AP/TS Public Service Commission, Lok Ayukta and A P Administrative Tribunal and Political pensions of Freedom Fighters
DAG (Funds)	Maintenancing of GPF accounts AP & TS Government employees issue of annual account statements and authorization of GPF amount in respect of

	retirement/death cases of AP & Telangana employees, Maintaining of All India Service Officers borne in AP & TS cadre.
DAG (W&F)	Maintenance of Works and Forest Department accounts of AP & TS governments and inspection of Treasuries under the administrative control of both the states and reporting the findings to the concerned State Legislative Assemblies.

16. Procedure for disposal of Grievances: A Grievance Cell is provided at the front of the office which functions on all working days. A Public Relation Officer can be contacted on a mobile phone on all working days during office hours. The contact No. is 9492233447. Pensioners/GPF subscribers may put forth their grievances through the following contact numbers and on website www.agap.cag.gov.in

S.No	Service Offered	Contact numbers/address
1	IVRS	040-23231212 to 23231221 (9 lines)
2	Grievance redressal Cell	040-23236811 to 23236820 (Extn: 235), 94922233447
3	Website	www.agap.cag.gov.in
4	Online grievances	http://cagofindia.delhi.nic.in/cmisis/main.asp or www.agap.cag.gov.in

Application form to be submitted to Grievance redressal Cell is enclosed vide Annexure-III. Number of grievance communications received and settled for the quarter ending 30.06.2016 is as follows.

Parameter	Pension grievances		GPF grievances	
	Complaints received	Complaints received	Complaints received	Complaints received

	directly from CAG Office	directly	directly from CAG Office	directly
Grievances received	Nil	08	Nil	18
Grievances settled	Nil	08	Nil	18
Grievances pending	Nil	Nil	Nil	Nil

17. Cadre Strength and Pay scales: The cadre strength and pay band and Grade pay details are as follows.

S.No	Name of the post/cadre	Scale of pay+GP	Persons-in-Position
1	Accountant General	67000-79000	01
2	Deputy Accountant General	15600-39100 (6600)	05
3	Welfare Officer	15600-39100 (6600)	01
4	Sr. Accounts Officer	15600-39100 (5400)	30
5	Accounts Officer/Legal Officer	9300-34800 (5400)	11+1
6	Assistant Accounts Officer/Sr.DP/Sr. PS	9300-34800 (4800)	147
7	Supervisor/Welfare Asst/DP/AAO (Adhoc)	9300-34800 (4800)	18
8	Sr.Actt/Steno Gr-I	9300-34800 (4200)	396
9	Steno-Gr-II	9300-34800 (4200)	01
10	Accountant	5200-20200 (2800)	129
11	DEO	5200-20200 (2400)	49
12	Clerk/DR/SGO/SGRK	5200-20200 (1900)	11
13	MTS	5200-20200 (1800)	107

18.Telephone Directory: The details of internal telephone connections provided in the sections and officer chambers are available in all sections. The telephone numbers of Group Officers are indicated below.

DAG (Admn)	040-23233362
DAG (Accounts & VLC)	040-23236164
DAG (Pension)	040-23231884
DAG (Funds)	040-23456464
DAG (W&F)	040-23240832

19. Procedure to access information: A request for obtaining information under subsection (1) of section 6 of RTI shall be accompanied by an application fee of rupees ten by way of cash against proper receipt or by demand draft or bankers cheque or I.P.O payable to the Pay and Accounts Officers, Office of the Accountant General(A&E), Hyderabad.

For providing the information under subsection (1) of Section 7, the fee shall be charged by way of cash against proper receipt Or by demand draft or bankers cheque or I.P.O. payable to the Pay and Accounts Officer, Office of the Accountant General(A&E), Hyderabad at the following rates:

Rupees two for each page (in A-4 or A-3 size paper) created or copied. Actual charge or cost price of a copy in larger size paper Actual cost or price for samples or models and for inspection of records, no fee for the first hour and a fee of rupees five for each fifteen minutes (or fraction thereof) thereafter

For providing the information under subsection (5) of Section 7 the fee shall be charged by way of cash against proper receipt or by demand draft or bankers cheque payable to the Pay & Accounts Officer (IAD), Hyderabad of the Public Authority at the following rates.

For information provided in diskette or floppy rupees fifty per diskette or floppy and for information provided in printed form at the price fixed for such publication or rupees two per page of photocopy for extracts from the publication.

The particulars of RTI applications received and disposed for the quarter ending 30.06.2016 is as follows.

Details	Openin g balance	Application s received during the	No. of cases transfere	Requests / Appeals	Requests/ Appeals accepte	Closing Balanc e
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		quarter	d to other Pas	rejected	d	
Request s	11	65	05	01	63	07
Appeals	-	01	-	-	01	-

20. List of items/documents which AG (A&E) as Public Authority is not obliged to disclose under RTI Act

- a) Records or deliberations on file till final decisions are taken
- b) Information related to "Third party information" depending on public interest.
- c) Opinion sought from advocates/experts on decisions
- d) Exemptions from disclosure of information as provided in the Act.

21. Replies to RTI applications; Replies to RTI applications are being furnished as expeditiously as possible not later than 30 days. Similarly Appeals also being disposed within the stipulated time.

22. Details of CPIO and First Appellate Authority: Deputy Accountant General (Administration) is designated as Public Information Officer and Accountant General (A&E) is designated as the First Appellate Authority under the Right to Information Act, 2005.

**ANNEXURE-I
DIFFERENT TYPES OF FORMS USED IN THE OFFICE
(See Para 5)**

Form Name	Rules	Description
G.A.R. 1	rule 6 (1)	Pay in Slip Form
G.A.R. 2	rules 11 (4) and 80	Last Pay Certificate
G.A.R. 3	rule 13 (i)	Cash Book
G.A.R. 4	Exception (b) below rule 13 (ii)	Register of Cheques issued

G.A.R. 5	Exception (c) below rule 13 (ii) and Note 3 below rule 13)	Register of Valuables
G.A.R. 6	rule 22 (i)	Receipt
G.A.R. 7	rule 26 (1)	Challan
G.A.R. 8	Note 2 below rule 26	Challan
G.A.R. 9	Note 1 below rule 34	Bill Register
G.A.R. 10	Note 2 below rule 34	Bill Transit Register
G.A.R. 11	Note 4 under rule 44	Acquittance Roll (Payment of salary by open cheque)
G.A.R. 12	rule 48(2) (iii)	Deed of Indemnity for issue of a Cheque against lost Cheque.
G.A.R. 13	rule 66 (1)	Pay bill
G.A.R. 13A	rule 66	Alternative Inner Sheets of pay bills etc.
G.A.R. 14	rules 66 (1) and 90 (1)(i)	CONSOLIDATED TRAVELING ALLOWANCE BILL
G.A.R. 14A	-do-	TRAVELLING ALLOWANCE BILL FOR TOUR
G.A.R. 14B	-do-	TRAVELLING ALLOWANCE BILL FOR TRANSFER
G.A.R. 14C	-do-	LEAVE TRAVEL CONCESSION BILL FOR THE BLOCK OF YEAR
G.A.R. 15	Exception to rule 66(1)	PAY BILL for President, Vice President, Ministries, Officers appointed under the seal of President
G.A.R. 16	Exception to Rule 66 (1)	TRAVELLING ALLOWANCE BILL
G.A.R. 17		Pay bill Register
G.A.R. 18	Note to rule 66.	ABSTRACT OF PAY BILLS
G.A.R. 19	Note to Rule 66 and rule 92 (1)	BILL CHECK REGISTER
G.A.R. 20	rule 67	ABSENTEE STATEMENT
G.A.R. 21	rule 68	INCREMENT CERTIFICATE
G.A.R. 22	rule 74 (1)	Register of Court Attachment of Pay etc.
G.A.R. 23	rule 91	MEDICAL CHARGES REIMBURSEMENT BILL
G.A.R. 24	rules 77(1) and 92	ACQUITTANCE ROLL (Payment of Salary by Cash)

G.A.R. 25	Note to rule 92	Register of Un-disbursed Pay and Allowances
G.A.R. 26	rule 95(1) (b)	Form of Bond of Indemnity for drawing arrears of Pay and Allowances of deceased Govt. Servants
G.A.R. 27	rule 110(2)	Register of Contingent Charges
G.A.R. 28	Note I to rule 111	SUB-VOUCHER FOR PETTY CONTINGENT EXPENDITURE
G.A.R. 29	rules 113, 114, 115 (2) and 126 (2)	FULLY VOUCHERED CONTINGENT BILL
G.A.R. 30	rules 115 (1) and (2), 117, 126 (2) and 162	ABSTRACT CONTINGENT BILL
G.A.R. 31	rules 119(1), 131 and 156	DETAILED COUNTERSIGNED CONTINGENT BILL (Not for payment)
G.A.R. 32	rule 122	DETAILED BILL OF CONTINGENT CHARGES REQUIRING COUNTERSIGNATURE BEFORE PAYMENT
G.A.R. 33	rule 142	BILL FOR REFUND OF REVENUE
G.A.R. 34	rules 147, 150 and 159 (1)	GRANT-IN-AID-BILL
G.A.R. 35	rule 149	BILL FOR SCHOLARSHIP
G.A.R. 36	rule 165 (1)	BILL FOR Long term Advances i.e., MOTOR CAR/OTHER MOTOR CONVEYANCE/HOUSE BUILDING ADVANCE
G.A.R. 37	rule 165 (1)	BILL FOR SHORT TERM ADVANCES
G.A.R. 38	rule 165 (2)	Schedule of recoveries of House Building Advance/Motor Car Advance/Other Motor conveyance advance (Long term advance)
G.A.R. 39	rule 165 (2)	MONTHLY ABSTRACT OF SHORT TERM ADVANCE PAYMENTS/RECOVERIES ETC
G.A.R. 40	rule 172 (i)	Schedule of Deductions on account of subscription to Post Office i.e.. Insurance Fund
G.A.R. 41	rule 173	Schedule of General/Contributory Provident Fund Deductions
G.A.R. 42	rule 175 (1), 176 and 177	BILL FOR WITHDRAWAL OF FINAL PAYMENT/ADVANCE/OTHER WITHDRAWALS FROM General/

		Contributory PF
G.A.R. 43	rule 186(1)	APPLICATION-CUM-BILL FOR REFUND OF DEPOSIT
G.A.R. 44	rule 180	Received bill under the CGEGIS 1980
G.A.R. 45	rule 180	Received bill under the All India Services Group Insurance Scheme 1981
G.A.R. 46	rule 190	APPLICATION-CUM-BILL FOR REFUND OF LAPSED DEPOSIT
G.A.R. 47	sub rule 3 of rule 86	Form of Indemnity Bond to be executed by Public Sector Banks in connection with payment of Leave Salary, Vacation, Pay and Allowance.

ANNEXURE-II (see Para 12)

BUDGET & EXPENDITURE FOR THE LAST 3 YEARS

EXPENDITURE IN RESPECT OF GROUP "B" OFFICERS AND NON-GAZETTED STAFF OF THE OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL(A&E) FOR THE YEAR 2013-2014		
Group Head, Sub-Heads of Demand and other details	Allotments in 2013-14	Expenditure to the end of MARCH 2014
		(Rupees in Thousands)
1	2	3
Salaries	488316	488310
Wages	0	0
Over Time Allowance	11	10
Medical Treatment	6800	6800
Domestic Travel Expenses	2999	2998
Office Expenses		

(i) L.P.S.	425	425
(ii) S.P.&S.C.	3050	3050
(iii) Tel. & T.C	372	372
(iv) O.O.E.	2977	2977
Rent, Rates and Taxes	30	30
Publications	248	248
Minor Works	1145	1145
Professional Services	5430	5429
Grants-in-Aid	0	0
Other charges	0	0
Information Technology	5075	5075
TOTAL	516878	516869
Departmental Canteen	7482	7481
GRAND TOTAL	524360	524350
Objects / Sub objects	Allotments in 2013-14	Expenditure to the end of MARCH 2014
		(Rupees in Thousands)
1	2	3
01 Salaries		
Pay of Officers	49827	49827
Grade Pay of Officers	11542	11541
Pay of N.G. Estt.	113271	113270
Grade Pay of N.G. Estt.	31279	31279
MACPS Arrears		0
Dearness Allowance	180211	180211
Festival Advance	773	773
Bonus	2256	2256
07. Other Allowances		
House Rent Allowance	51651	51650
Honorarium	158	157
Children Education Allowance Scheme	6330	6330

Leave Travel Concession	5917	5917
Transport Allowance	18683	18682
Dearness Allowance on Transport Allowance	16418	16417
Any other items		0
Total (Other Allowances)	99157	99153
Total Salaries	488316	488310
OFFICE EXPENSES		
(i) Local purchase of Stationery	425	425
(ii) E.&W.C.	0	
(iii) S.P.&S.C.	3,050	3,050
(iv) Tel. & T.C	372	372
(v) Other office expenses		
Total O.O.E.	2,977	2,977
Total O.E.	6,824	6,824
Total Salaries and O.E.	495,140	495,134

EXPENDITURE DETAILS IN RESPECT OF GROUP 'A' OFFICERS OF THE OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), A.P., HYD. FOR THE YEAR 2013-2014

Objects / Sub objects	Allotments in 2013-14	Expenditure to the end of MARCH 2014
		(Rupees in Thousands)
1	2	3
01 Salaries		
Pay of Officers	2824	2824
Grade Pay of Officers	397	397
MACPS Arrears		0
Dearness Allowance	2729	2729
07. Other Allowances		
House Rent Allowance	474	473
Honorarium	2	2
Children Education Allowance Scheme		0

Leave Travel Concession	96	96
Transport Allowance	147	146
Dearness Allowance on Transport Allowance	129	129
Any other Items		0
Total (Other Allowances)	848	846
Total Salaries	6798	6796
MEDICAL TREATMENT CHARGES	50	49
DOMESTIC TRAVEL EXPENSES	649	648
FOREIGN TRAVEL EXPENSES		
GRAND TOTAL	7497	7493

EXPENDITURE IN RESPECT OF GROUP "B" OFFICERS AND NON-GAZETTED STAFF OF THE OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL(A&E) FOR THE YEAR 2014-2015

Group Head, Sub-Heads of Demand and other details		Allotments in 2014-2015	Expenditure to the end of March 2015
			(Rupees in Thousands)
1		2	3
00.00.01	Salaries	538694	538674
00.00.02	Wages	0	0
00.00.03	Over Time Allowance	14	14
00.00.06	Medical Treatment	7079	7079
00.00.11	Domestic Travel Expenses	2500	2498
00.00.13	Office Expenses		
	(i) L.P.S.	500	500
	(ii) E.&W.C.	0	0
	(iii) S.P.&S.C.	2857	2857
	(iv) Tel. & T.C	350	350
	(v) O.O.E.	3100	3100

00.00.14	Rent, Rates and Taxes	30	30
00.00.16	Publications	43	43
00.00.27	Minor Works	1330	1330
00.00.28	Professional Services	4285	4285
00.00.31	Grants-in-Aid	438	438
00.00.50	Other charges	2	2
00.99.00	Information Technology	6273	6272
	TOTAL	567495	567472
00.800.	Departmental Canteen	8241	8241
	GRAND TOTAL	575736	575713
Expenditure to the end of MARCH 2015			
Objects / Sub objects		Allotments in 2014-2015	(Rupees in Thousands)
1		2	3
01 Salaries			
	Pay of Officers	51786	51785
	Grade Pay of Officers	11509	11508
	Pay of N.G. Estt.	113025	113010
	Grade Pay of N.G. Estt.	31074	31074
	Arrears	3522	3522
	Dearness Allowance	220542	220542
	Festival Advance	1179	1179
	Bonus	2302	2302
07. Other Allowances			
	House Rent Allowance	52628	52627
	Honorarium	430	430
	Children Education Allowance Scheme	6177	6177
	Leave Travel Concession	5792	5791
	Transport Allowance	18772	18771
	Dearness Allowance on Transport Allowance	19956	19956
	Any other items		
	Total (Other Allowances)	103755	103752
	Total Salaries	538694	538674

OFFICE EXPENSES		
(i) Local purchase of Stationery	500	500
(ii) E.&W.C.	0	
(iii) S.P.&S.C.	2,857	2,857
(iv) Tel. & T.C	350	350
(v) Other office expenses		
Total O.O.E.	3,100	3,100
Total O.E.	6,807	6,807
Total Salaries and O.E.	545,501	545,481

EXPENDITURE DETAILS IN RESPECT OF GROUP 'A' OFFICERS OF THE OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), A.P., HYD. FOR THE YEAR 2014-2015

		Expenditure to the end of MARCH 2015
		(Rupees in Thousands)
Objects / Sub objects	Allotments in 2014-2015	
1	2	3
01 Salaries		
Pay of Officers	2560	2559
Grade Pay of Officers	540	539
Arrears	66	66
Dearness Allowance	3248	3247
07. Other Allowances		
House Rent Allowance	311	310
Honorarium	4	3
Children Education Allowance Scheme	33	33
Leave Travel Concession	200	199
Transport Allowance	205	204

Dearness Allowance on Transport Allowance	218	217
Any other Items		
Total (Other Allowances)	971	966
Total Salaries	7385	7377
MEDICAL TREATMENT CHARGES	26	26
DOMESTIC TRAVEL EXPENSES	800	800
FOREIGN TRAVEL EXPENSES		
GRAND TOTAL	8211	8203

EXPENDITURE IN RESPECT OF GROUP "B" OFFICERS AND NON-GAZETTED STAFF OF THE OFFICE OF THE ACCOUNTANT GENERAL(A&E) FOR THE YEAR 2015-16

Group Head, Sub-Heads of Demand and other details		Allotments in 2015-16	Expenditure to the end of MARCH 2016
			(Rupees in Thousands)
1		2	3
00.00.01	Salaries	566447	566440
00.00.02	Wages	0	0
00.00.03	Over Time Allowance	3	3
00.00.06	Medical Treatment	9247	9247
00.00.11	Domestic Travel Expenses	2478	2477
00.00.13	Office Expenses		
	(i) L.P.S.	500	500
	(ii) Special.Cont.	1983	1983
	(iii) S.P.&S.C.	4883	4883
	(iv) Tel. & T.C	379	379
	(v) O.O.E.	2600	2600
00.00.14	Rent, Rates and Taxes	30	30
00.00.16	Publications	0	0
00.00.27	Minor Works	547	546
00.00.28	Professional Services	5612	5610
00.00.31	Grants-in-Aid	320	320
00.00.50	Other charges	12	11
00.99.13	Information Technology	5623	5623
	T O T A L	600664	600652

00.800.	Departmental Canteen	7945	7945
	GRAND TOTAL	608609	608597
STATEMENT SHOWING THE FULL EXPENDITURE UNDER THE HEADS SALARIES AND OFFICE EXPENSES OF THE OFFICE OF THE ACCOUNTANT GENERAL - 2015-2016			
Objects / Sub objects	Allotments in 2015-16	Expenditure to the end of MARCH 2016	
		(Rupees in Thousands)	
1	2	3	
Salaries			
Pay of Officers	53454	53453	
Grade Pay of Officers	11484	11483	
Pay of N.G. Estt.	112317	112316	
Grade Pay of N.G. Estt.	30158	30158	
Arrears	7487	7486	
Dearness Allowance	244759	244759	
Festival Advance	990	990	
Bonus	2400	2399	
Other Allowances			
House Rent Allowance	52695	52695	
Honorarium	1125	1125	
Children Education Allowance Scheme	6610	6609	
Leave Travel Concession	2946	2946	
Transport Allowance	18358	18358	
Dearness Allowance on Transport Allowance	21664	21663	
Any other items			
Total (Other Allowances)	103398	103396	
Total Salaries	566447	566440	
OFFICE EXPENSES			

(i) Local purchase of Stationery	500	500
(ii) Spl. Cont.	1,983	1,983
(iii) S.P.&S.C.	4,883	4,883
(iv) Tel. & T.C	379	379
(v) Other office expenses		
Total O.O.E.	2,600	2,600
Total O.E.	10,345	10,345
Total Salaries and O.E.	576,792	576,785

EXPENDITURE DETAILS IN RESPECT OF GROUP 'A' OFFICERS OF THE OFFICE OF THE ACCOUNTANT GENERAL (A&E), A.P., HYD. FOR THE YEAR 2015-16

	Allotments in 2015-16	Expenditure to the end of MARCH 2016 (Rupees in Thousands)
Objects / Sub objects		
1	2	3
Salaries		
Pay of Officers	2380	2379
Grade Pay of Officers	553	552
Arrears		0
Dearness Allowance	3357	3356
Other Allowances		
House Rent Allowance	260	260
Honorarium	6	5
Children Education Allowance Scheme	54	54
Leave Travel Concession	260	259
Transport Allowance	221	220
Dearness Allowance on Transport Allowance	261	261
Any other Items		
Total (Other Allowances)	1062	1059
Total Salaries	7352	7346
MEDICAL TREATMENT CHARGES	21	20
DOMESTIC TRAVEL EXPENSES	1591	1,590
FOREIGN TRAVEL EXPENSES		

GRAND TOTAL	8964	8956
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ANNEXURE – III (see Para 16)
GRIEVANCE REDRESSAL CELL

REGISTRATION NO

:

DATE :

(Form to be filled by the GPF Subscriber/MCA/HBA etc)

- 1) Name of the Subscriber :
- 2) Office Address :
- 3) GPF A/c No. :
- 4) Mobile No. :
- 5) E- mail ID :
- 6) Nature of Qurery/Grievance/Complaint : Query/
Greivance/Complaint

(Tick any one as applicable)

- 7) Certified Documents Furnished : Yes/No
- 8) Whether visited earlier and purpose of visit :
- 9) (a) Whether visit is the self/Claimant/Proxy :
self/Claimant/Proxy
- (b) If Claimant/Proxy how related :
- (c) Mobile No. of Claimant/Proxy* :
- (*Mobile No. should be checked
on the spot)
- (d) Whether authorisation letter enclosed : Yes/No
- 10) 10. Feedback/Suggestions, if any, :

Signature of the visitor

Remarks of GRC Staff

(a) How was the grievance settled :

(b) Related Funds Section/Cell :