

EAST COAST RAILWAY



Office of the General Manager

(VIGILANCE)

1st Floor, Rail Sadan, Chandrasekharapur, Bhubaneswar-17, Fax: BSNL: (0674) 2301328 Rly: 50702

No: ECoR/GM/V-1/A/PC/254/2021/ 683

Dated 17.02.2022

Vigilance Advisory No. 2022/06

To
The PCPO,PFA,PCSC,CAO(Con)/BBS
DRM – KUR,WAT,SBP
CWM/CRW/MCS

Sub.: Vetting of pay fixation and arrear statement on account of promotion & Endorsement in Service Sheet.

In course of vigilance check on salary bill of Bill Unit No. 3102-318 of KUR division for the month of March 2021, overpayment and excess recovery in the salary have been detected. It is found that pay fixation arrear on account of promotion has been granted without obtaining prior vetting of pay fixation and arrear statement. On enquiry it is further revealed that pay fixation and arrear statement on account of promotion/MACP are not being vetted by accounts for the period of three months and less. Even the entry in the service sheet is not ensured.

In order to prevent leakage of revenue and to streamline the pay fixation/Arrears payment to the staff in time the following points may be adopted.

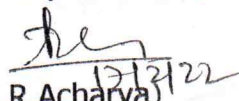
1) In case of prospective order of promotion/MACP, the bills/fixation/arrears should not be delayed more than three months. But, entry in Service sheet regarding pay fixation should be done by the concerned bill unit with signature of appropriate Authority and Accounts deptt. should check the relevant entry before passing the bill. This practice is already followed in SBP Division. The same should be adopted in other units of ECoR.

2) Fixation of pay and arrears thereon of Bill units other than Personnel Office should be checked by the Bill section of Personnel Branch before sending to Accounts.

3) Beyond three months, the fixation & arrears statements should be sent to associated Accounts for vetting before inclusion in the salary bill. It is also applicable in case of option fixation of pay on date of increment, if the same is after 3 months.

Hence concerned bill compiling and bill passing authorities may be advised that the above said procedure should be followed over ECoR to bring uniformity in dealing the matter.

This issues with the approval of SDGM.


(M.R.Acharya)
Dy.CVO(T)/ECoR/BBS
For General Manager(Vigilance)