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No. E-in-C/PWD/W/E-lekha/2020/ 4254

Dated: 14/12/2020

To

- 1) All the Executive Engineers/DDOs-PWD divisions.
- 2) All the AAOs/Divisional Accountants-PWD divisions

ORDER

Sub: Monitoring report on the status of implementation of E lekha reporting system to generate expenditure report of PWD on daily basis. Shortcomings on the part of Executive Engineers /DDOs to achieve the target.

On the basis of status report received from PAO-22 regarding implementation of E lekha reporting system, it has been observed that some of the EEs/DDOs of PWD are not complying the instructions due to which PAO-22 is unable to generate consolidated expenditure file of PWD on day to day basis/daily basis. Following deficiencies have been reported on the part of some of the Executive Engineers/DDOs relating to implementation of E lekha reporting system, in spite of several instructions/circulars issued by this Office during the last 6 months and repeated E mail to EEs/DDOs by the PAO-22 , Govt of NCT of Delhi.

Shortcomings/deficiencies reported	Corrective actions to be taken by the EEs/DDOs
Out of 67, DDOs/PWD Divisional Offices, text files were sent by only 20-25 DDOs to the PAO-22 during the period of report. That means nil text files/nil report have not been sent by the DDOs as per standing instructions.	EEs/DDOs of PWD, are required to send the text file on daily basis to PAO-22 by 6 PM on the same day or in any case by 10.30AM on next day. In case there is no transactions on any particular day, in that case also nil report should be sent to PAO-22, without fail.
Some divisions are committing common errors repeatedly while sending the text files to PAO like not mentioning cheque number, voucher number, duplicate voucher number, wrong format of date, mentioning wrong branch code, etc. etc.	Text files should be generated with due care. Deficiencies/errors in the text files pointed out by the PAO-22 should be rectified immediately and the fresh text file should be sent immediately on the same day, through mail. Dedicated E Mail of the DDOs should be checked frequently to know the urgent communications from PAO-22 or any other authority. All telephonic calls received from the PAO-22 to sort out the above issues should be attended. Please note that there is no provision to incorporate the back date data in the system.
Some divisions are not using new module (NPA02020) provided by I.T agency, for preparation of daily text files because new modules locks the cash book records after text file preparation.	New module NPA02020 provided by the approved I.T. agency should be used for generating daily text files. Cash book should be maintained on day to day basis and closed on same day as stipulated under CPWD code/GFR and other Govt rules. Recording entries on back date for any reasons not admissible as per rules. In case of technical problems, Divisions may contact the software agency Shri Dileep, Mob No.9350313140/8178138480

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Engineer-in-Chief, PWD and Administrative Secretary (PWD) has taken a serious view, for certain lapses on the part of some of the Executive Engineers /DDOs and their subordinates, to implement E lekha reporting system through PAO-22, in spite of instructions/circulars/guidelines issued by the Office of Engineer-in-Chief from time to time.

All the Executive Engineers/DDOs of PWD divisions are hereby directed to take corrective actions immediately on the deficiencies reported by the PAO-22 relating to implementation of E lekha reporting system, failing which responsibility will be fixed and administrative action will be taken against concerned EEs/AAOs/Cashiers/supporting staff.

This issues with the prior approval of Engineer-in-Chief.

Director (Works)

No. E-in-C/PWD/W/E-lekha/2020/ 4254

Dated

14-12-2020

Copy to the following for information & circulation of above orders to all the DDOs/Executive Engineers through e mail or other mode of communication for strict compliance.

1. प्रधान मुख्य अभियंता (अनुरक्षण), लो०नि०वि० (दि०स०), 12वां तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
2. प्रधान मुख्य अभियंता (परियोजना), लो०नि०वि० (दि०स०), 9वां तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
3. मुख्य अभियंता (दक्षिण) अनुरक्षण, लो०नि०वि० (दि०स०), 7वां तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
4. मुख्य अभियंता (पूर्व) अनुरक्षण, लो०नि०वि० (दि०स०), तीसरा तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
5. मुख्य अभियंता (उत्तर) अनुरक्षण, लो०नि०वि० (दि०स०), 5वां तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
6. मुख्य अभियंता (स्वास्थ्य), लो०नि०वि० (दि०स०), दूसरा तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
7. मुख्य अभियंता (परियोजना), लो०नि०वि० (दि०स०), पहला तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
8. मुख्य अभियंता (फ्लाइओवर), लो०नि०वि० (दि०स०), चौथा तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
9. मुख्य अभियंता (अन्य परियोजना), लो०नि०वि० (दि०स०), 13वां तल, एम०एस०ओ० भवन, आई०पी० एस्टेट, नई दिल्ली-02
10. परियोजना प्रबंधक (सी०सी०टी०वी०, वाई-फाई एवं स्ट्रीट लाइट), लो०नि०वि० (दि०स०), 11वां तल, एम०एस०ओ० भवन, नई दिल्ली-110002
11. लेखा नियंत्रक, प्रधान लेखा कार्यालय, विकास भवन, नई दिल्ली।
- 12- All Superintending Engineers, PWD for monitoring of e-lekha reporting system in r/o divisions under their control.
- 13- PAO-22, PWD, GNCTD, 10th Floor, MSO Building, I.P. Estate, New Delhi to send the list of defaulting DDOs on daily basis to the mail id: dwpwddelhi@gmail.com
- 14- PAO-12, PWD, GNCTD, 10th Floor, MSO Building, I.P. Estate, New Delhi
- 15- All the Finance Officers, PWD
- 16- Incharge, PWD website for uploading the above circular in the website.

Director (Works)