

**GOVERNMENT OF INDIA
MINISTRY OF MINES
GEOLOGICAL SURVEY OF INDIA
CENTRAL HEADQUARTER, KOLKATA**

No. 855/G-20012/1/RCA-NRCA/CHQ/FIN/2019-20

Date: 24/07/2019

CIRCULAR

(Corrigendum to Circular No. 816/G-20012/1/RCA-NRCA/CHQ/FIN/2019-20 Date: 25-06-2019)

Kind reference is invited to the circular no. 816/G-20012/1/RCA-NRCA/CHQ/FIN/2019-20 Dated: 25-06-2019 in which revised guideline for RCA/NRCA was circulated, this is to further communicate that as per the laid down Receipt and Payments Rule 1963 some amendment has been incorporated in the existing RCA/NRCA guideline as per below.

A. Conditions for Granting Rolling Contingent Advances: Point No. 7 (q) Page No. 9

Existing Entry	To be Read as
Head of Office will ensure that a cheque-drawing Drawing and Disbursement Officer [CDDO] shall pass the bill and credit the advance in the nominated officer's bank account within six working days from receipt of the same from the nominated officer/officers and send the bill to PAO for post check. Where a Non-cheque drawing DDO [NCDDOs] is available, she/he shall send the same within three working days to the PAO for passing and crediting the same in to the nominated officer's account. At the top of each of such bills there should be indication of the name of the holder of the advance with sanction number, date of the advance for checking that the actual amount recouped is actually being paid to the recipient as well as to watch that the bill is actually a contingent bill pertaining to Rolling Contingent Advance. The PAO will arrange to recoup the amount asked for within one week from the receipt of bills from DDO.	Head of Office will ensure that a cheque-drawing Drawing and Disbursement Officer [CDDO] & Non-cheque drawing DDO [NCDDO] both shall send the advance bill within three working days to the PAO for passing and crediting the same in to the nominated officer's bank account. At the top of each of such bills there should be indication of the name of the holder of the advance with sanction number, date of the advance for checking that the actual amount recouped is actually being paid to the recipient as well as to watch that the bill is actually a contingent bill pertaining to Rolling Contingent Advance. The PAO will arrange to recoup the amount asked for within one week from the receipt of bills from DDO.

P.T.D.

