



Kendriya Vidyalaya Sangathan
18, Institutional Area
Shaheed Jeet Singh Marg
New Delhi – 110016
Phone No. 011-26528351

F.No.1-2/2014/ KVS(HQ)/ JC(F)/

Dated: 26.05.2014

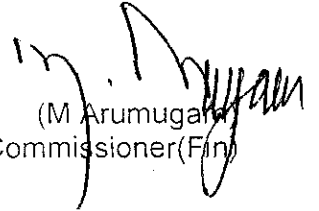
OFFICE ORDER

Sub: Channel for disposal of TA/LTC Claims etc – reg.

Consequent upon the issue of Office Order vide number F.No.1-5/ADC(ADMN)/KVS(HQ)/2013 dated: 26.05.2014 regarding the powers to approve Tour Programme and declaration of controlling officers for the settlement of TA/LTC etc., the channel of disposal of such personal claims of the officials mentioned in the order under reference will be as under:

Dealing Hands of Cash Section to AC (Fin) Audit Section

With the issue of this order, the Dealing Assistants of Cash Section entrusted with the job of pre-audit of personal claims as stated in the order dated 26.5.2014 are directed to submit the claims after scrutiny to AC(Fin) Audit Section for further disposal. Dealing hands should also ensure further that all claims are scrutinised and disposed of within the period of three days from the date of receipt of the letter/claim by the concerned individual.


(M. Arumugam)
Jt. Commissioner (Fin)

Distribution: -

1. PS to Commissioner, KVS.
1. Deputy Commissioner KVS all Regions.
2. Director all ZIETs
3. Dy Commissioner (EDP) KVS HQ to upload this order on the KVS Website.
4. Assistant Commissioner (Estt-I), KVS HQ
5. Finance Officer, All Regions/Hqrs.
6. Section Officer (Cash) KVS HQ
7. All Officers of KVS HQ
9. Office order/Guard File