



नवोदय विद्यालय समिति
मानव संसाधनविकास मंत्रालय शिक्षा विभाग
क्षेत्रीय कार्यालय, 160, जोन-2, एम.पी.नगर, भोपाल-462011
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No: F.No: 103/ Internal Audit NVS / RO / BPL/ 2011/ 860

2 June 2011.

The Principal,
All JNVs in Bhopal Regional.

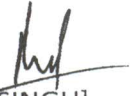
Sub: Observations of Internal Audit – Improper maintenance of Advance Register in JNVs... reg.

Sir / Madam,

It has been noticed, during the Internal Audit conducted in various JNVs of Bhopal region that , the advance register are maintained in different manners in each JNV. Though the advance paid for TA, T.TA, LTC etc., are booked directly under the head Pay and allowance for accounting purpose, but a thorough check is needed for proper utilization of government money. In order to maintain an uniform advance register individual wise. A copy of the format is enclosed for maintenance of advances. If the previous years advance is pending this should be recorded first yearwise. The settlement of advance will be shown against the advance taken for that purpose.

You are also requested to update and settle the advance of previous years if pending immediately and submit the report to this office and also produce at the time of Audit.

Yours faithfully,


[B.SINGH]

DEPUTY COMMISSIONER [I/c]

ENCL: FORMAT

Copy to: AC(Admn) /SO (FIN) and Audit Assistants, NVS, RO, Bhopal [M.P.] - for information.

