

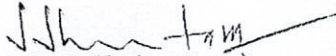
F. No. 3(2)(2)/29/2019/TA-II/16  
Government of India  
Ministry of Finance  
Department of Expenditure  
Office of Controller General of Accounts

Mahalekha Niyantak Bhawan,  
GPO Complex, E-Block, INA  
New Delhi  
Date: 08-01-2020.

Office Memorandum

It has been observed that majority of DDOs in Civil Ministries/ Departments process their Salary bills through PFMS (on EIS module or otherwise) in the last week of the month. This results in heavy load on PFMS server especially during month-end. According to Note 1 (a) below Rule 64 (2) of Central Government Account (Receipts & Payments) Rules, 1983, DDOs shall ensure that the monthly salary bills reach the PAOs and CDDOs by 20<sup>th</sup> of the month. Since payments in Central Civil Ministries of Government of India are processed through PFMS, an IT driven payment portal, it needs to be ensured that there is no system overload and the system is able to handle the volume of bills smoothly towards month-end.

2. In view of above, all Pr.CCAs/CCAs/CAs are requested to issue necessary instructions to all DDOs under their payment control to submit their salary bills to the Pay and Accounts Officer/ Cheque Drawing and Disbursing Officer by 20th of every month positively.

  
(Sanjeev Shrivastava)

Joint Controller General of Accounts

To

All Pr.CCAs/CCAs/CAs of Ministries/ Departments

Copy to: Sr AO(711) with this request to upload in CEA website.

PAO (CWC)  
— x —

Neelakant  
Sr AO(711)  
8/1/2020

For compliance of all NCDDOs under  
PAO, CWC.

 10/01/2020

All NCDDOs