

DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LTD
OFFICE OF THE CHIEF ACCOUNTS OFFICER

DSIIDC/CAO (HQ)/CAS/DSIIDC/2022-23/1391

Dated: 20.11.24

CIRCULAR

Subject: **Submission of Files Involving Financial Implications – Strict Compliance Required.**

In reference to the circular No. CAO(HQ)/Audit/2015-16 dated 28.12.2023, the Competent Authority has observed that the submission guidelines for files involving financial implications, including those for Administrative Approval (AA) & Expenditure Sanction (ES), are not being consistently followed.

To reinforce the Corporation's internal financial control, files with proposals involving financial implications should first be checked by the Associate Finance of the division and additional examination by the concerned CAO before submission to the Competent Authority for approval. In future, any cases that do not comply with these submission guidelines will not be considered at HQ level. Strict adherence to the above instructions is mandatory.



(Sunil Kumar)
CAO (HQ)

To,

1. E-in-C, DSIIDC
2. CE (Civil)
3. CE (Elect)
4. All CAOs
5. All Divisional Heads
- ✓ 6. CM (IT) for circulation through Website.

Copy for information to: -

1. PS to MD, DSIIDC
2. PS to ED, DSIIDC