

**DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED**  
**N-36, BOMBAY LIFE BUILDING, CONNAUGHT CIRCUS, NEW DELHI-110 001**  
**OFFICE OF THE CHIEF ACCOUNTS OFFICER**

No. DSIIDC\Commercial Accounts\Finalization\2024-25\02\02

Dated: 21-02-2025

**CIRCULAR**

Financial year 2024-25 is going to close on March 31<sup>st</sup>,2025. All the officers\officials who have taken advances in the shape of LTC advance\Tour advance\ Imprest advance\Contingent advance etc. are requested to adjust the same before March 31<sup>st</sup>,2025. The information in respect of adjustment of advances shall be submitted to Commercial Division by April 10<sup>th</sup>,2025.



(Vichitra Verma)  
Chief Accounts Officer

**Encl: Schedules as above**

**All Concerned (through website)**

**Copy to:-**

1. PS to Director (Finance) for kind information please.
2. Chief Manager (Personnel)
3. SO\DDO (CAS)
- ✓ 4. Manager (IT) for uploading on website.

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1619 / Comm  
21/02/25

**DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED**  
**COMMERCIAL ACCOUNTS DIVISION**

**Schedule Of LTC Advances as on 21.02.2025**

S.No.	Date	Particular	Amount
1	29.10.2024	Sh. Abraham Thomas, AAM	94,842.00
2	06.11.2024	Sh. Kanhaiya Pandey	1,800.00
3	02.12.2024	Sh. Vijit Singh	1,39,000.00
4	13.12.2024	Sh. Narender Kumar Singh, FA	60,700.00
5	19.12.2024	Ms. Vichitra Verma, CAO	1,03,716.00
6	23.12.2024	Sh. S N Saran, CE	2,07,570.00
			<b>6,07,628.00</b>

**DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED**  
**COMMERCIAL ACCOUNTS DIVISION**

**Schedule Of Contingent Advances as on 21.02.2025**

S.No.	Date	Particular	Amount
1	29.11.2021	Sh Vivek Behl	29,500.00
3	19.04.2023	Sh Ashish Saran	50,000.00
4	09.11.2023	Sh Ashish Saran	1,97,000.00
6	26.04.2023	Sh Ajay Bhat	60,000.00
8	14.06.2023	Sh Narender Kumar	10,000.00
9	21.08.2023	Sh Virender Singh, AG-II	10,000.00
10	23.04.2024	Sh. Amit Sharma, AEE Civil	1,00,000.00
11	05.06.2024	Sh. Sudhir Yadav, Asst. EE	18,000.00
12	19.06.2024	Sh. Suresh Chand, Manager	10,000.00
13	08.07.2024	Sh. Sunil Kumar ACA	5,000.00
14	05.09.2024	Sh. Sunil Kumar ACA	25,000.00
15	29.01.2025	Sh. Sunil Kumar ACA	20,000.00
16	22.07.2024	Sh. Mahesh Arora, DM	5,000.00
17	25.07.2024	Sh. Rajkumar, PS to CS	10,868.00
18	24.12.2024	Sh. Ved Praksah Jr. steno	20,000.00
19	01.10.2024	Smt. Meenu Beniwall	5,000.00
20	01.10.2024	Sh. Kailash Sonwal	5,000.00
21	01.10.2024	Sh. Rohit Kumar, SE	5,000.00
22	01.10.2024	Sh. Vikas Gupta	5,000.00
23	16.10.2024	Smt. Preet Kaur, PS IPD	10,000.00
24	18.10.2024	Sh. Ajay Gulati, Sr. Manager	10,000.00
25	28.10.2024	Sh. Rajendra Sr. Manager	2,50,000.00
26	01.01.2025	Sh. Rajendra Sr. Manager	40,000.00
27	16.01.2025	Sh. Deeraj Singh, MTS	10,000.00
28	27.01.2025	Syed Abdul Awaal	10,000.00
29	29.01.2025	Sh. Jitender Kumar	10,000.00
30	31.01.2025	Sh. Gajender Sharma	75,000.00
31	14.02.2025	Sh. Suresh Chand, Manager	10,000.00
			<b>10,15,368.00</b>

*Umesh Kaur*  
*21/02/25* *PCB*

DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED			
COMMERCIAL ACCOUNTS DIVISION			
Schedule Of Tour Advances as on 21.02.2025			
S.No.	Date	Particular	Amount
1	09.10.2023	Sh. Ishwar Singh	20,000.00
2	18.01.2024	Sh. Abhay Nandan Sahay	45,715.00
3	16.04.2024	Sh. R. Suman	1,10,000.00
4	14.08.2024	Sh. Roshan Lal AG III	30,000.00
			2,05,715.00
DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED			
COMMERCIAL ACCOUNTS DIVISION			
Schedule Of Imprest Advances as on 21.02.2025			
S.No.	Date	Particular	Amount
1	07.08.2023	Sh. Mahesh Arora	5,000.00
2	22.04.2024	Sh. Rajendra, Sr. Manager	30,000.00
3	23.04.2024	Sh. Raj Kumar, PS	10,000.00
4	21.10.2024	Sh. Raj Kumar, PS	10,000.00
5	19.06.2024	Sh. Yashvir Singh, Sr. Manager	5,000.00
6	24.06.2024	Sh. Harish Arora (OSD)	5,419.00
7	29.10.2024	Sh. Pallav Dua, DAO HQ	10,000.00
8	18.11.2024	Sh. Pallav Dua, DAO CAS	5,000.00
			80,419.00

*Chishu Kumar ACS*  
21/02/25