

FOR PERSONAL INDULGENCE OF ALL GROUP COMMANDERS



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NCC Directorate (K&L)
State Wing (Finance)
Cotton Hill Bunglow
Vazhuthacaud
Thiruvananthapuram – 10

9909/F1-Fin/2016-17/NCC

26 Dec 2016


The Group Commanders
NCC Group Headquarters
Thiruvananthapuram/Kollam/Kottayam/Ernakulam/Kozhikode
Commanding Officers of NCC Units to whomsoever it may concern

**FOLLOW UP ACTION AND EXECUTION OF WORKS/PURCHASE
OF FURNITURE UNDER CODE HEAD 34 OC (PLAN) – 2016-17**

1. Allotment from Plan Fund has been released to your office for various purposes in the current fiscal. It is observed with concern that even after several months have elapsed from the date of allotment, the fund is yet to be booked or works executed.
2. Speedy utilisation of Plan Fund is most essential pre-requisite to project/forecast requirement of funds for the next Financial Year. As allocation and its expenditure are personally monitored by the Chief Minister, Chief Secretary and Secretary Planning Board and AG (A&E), Thiruvananthapuram, it is imperative on all stake holders to ensure prompt booking and execution of projected works.
3. In view of the above, a Monthly Report as follows is required to be submitted by the NCC Units to whom Plan Fund is allotted.
 - (a) Nature of work/construction/purchase etc for which Plan Fund allotted
 - (b) Date of receipt of allotment and amount
 - (c) Date of deposit with PWD/firm
 - (d) Achievement :
 - (i) Nomenclature and No of units of furniture
(if allotment is for purchase for modernisation of office)
 - (ii) Square feet of area
(if allotment is for construction/renovation/fencing)
 - (iii) Any other remarks
4. Monthly report containing the above details be forwarded to this Directorate by 05th of every month.
5. For strict adherence please.

Sd/-x x x x
(Sanal Kumar N)
Brigadier
Offg Addl Director General NCC

Approved for Issue


S. ASHOKAN
(Accts Officer) **Accounts Officer**
NCC Directorate (K & L)
State Wing
Thiruvananthapuram -10