MAHAVITARAN

No. Director (F)/MSEDCL/ 9015 Date : 07|04|2012

CIRCULAR

Sub : **Procedure for receiving fund from District Collector under District Planning & Development Committee (DPDC) Scheme and depositing the same in "MSEDCL SBI A/c. No. 30471412947, Main Br., Mumbai."**

Ref : 1. Circular No. AD/WM/Cir/09-09/39832 dt. 04.11.2008.
2. Letter No. AD/WM/2008-09/ dt. 29.08.2008.

In order to undertake various works proposed under the District Planning & Development Committee (DPDC) Scheme [DPDC, SCP, NT/ND, TSP and OTSP etc.), the Govt. of Maharashtra is releasing the funds directly to Circle Offices through respective District Collector, across Maharashtra.

In this regard, detail instructions for timely completion of DPDC work and monitoring of fund flow, a procedure to be followed for receipt, transfer and utilization of DPDC fund was already issued, vide above referred Circular. However, it is observed that the guidelines given in this respect are not followed scrupulously by the field offices and there is no uniformly in accounting of the funds received by various Circle offices. In view of this, it is reiterated that ;

1. All concerned are directed to collect the cheque from District Collector Office favouring **"MSEDCL SBI A/c. No. 30471412947, Main Branch, Mumbai"** and the same should be deposited in any local Branch of State Bank of India and a money receipt for the same be issued at field office only.
2. If as per the earlier instructions, concerned circle has opened separate Operative Bank Account named as "MSEDCL DPDC Schemes Fund Account in State Bank of India or any other Bank for DPDC fund, the same should be immediately closed. Before closing this Bank Account, concerned Circle should complete the reconciliation and transfer the remaining balance to **"MSEDCL SBI A/c. No. 30471412947, Main Branch, Mumbai".** The certificate of such closer of bank Account be furnished to Ways & Means Section and C.E. (Dist), Corporate Office, Mumbai.
3. On receipt of funds, concerned Circle will on the same date forwards the copy of G.R. received from Collector to WM / Loan Section for accounting of the transactions after realisation of Cheque in Books of Loan Section, Corporate Office.

Maharashtra State Electricity Distribution Co. Ltd.
Prakashgad, Plot No. G-9, Bandra (E), Mumbai - 51. ☎ (P) 26472912 (O) 26474211 ● Fax: 26479941
Hongkong Bank Bldg., M. G. Road, Fort, Mumbai - 01 ☎ (P) 22650796 (O) 22619100 ● Fax 22676194
Email.: df@mahadiscom.in ● Website: www.mahadiscom.in

4. Concerned Circles shall ensure that expenditure against works under DPDC scheme shall be limited to the funds received under DPDC scheme from the District Collector and fortnightly progress report of the same be submitted to C.E. (Dist.) with a copy to C.G.M. (I.A.).
5. Division Office shall maintain a separate record of Capital Expenditure on DPDC scheme.
6. Proper accounting needs to be done in consultation with Chief General Manager (Corp. A/cs.), so as to correctly book the expenditure undertaken under DPDC scheme.
7. While furnishing the indent for fund requirement of DPDC works to the Chief General Manager (CF) with a copy to Chief Engineer (Dist.), proper details of funds received, progressive total of work done and cumulative payment effected & balance remaining in this scheme shall be submitted. Further, each requirement should accompany the prescribed format as Annexure-A.

All the concerned are directed to take immediate necessary steps to scrupulously follow the instructions. The concerned officer will be personally held responsible for any deviations in following the above instructions.

Director (Finance)

To

1. The E.D. (I)-Kalyan / (II)-Pune / (III)-Nagpur, MSEDCL.
2. The C.E. (Distribution), MSEDCL, Mumbai.
3. The C.G.M. (CF) / (IA) / (CA), MSEDCL, Mumbai.
4. The G.M. (F&A-CF) / (F&A-CA) / (F&A-Capex) / (Comm-WM), MSEDCL, Mumbai.
5. The General Managers (F&A) of All Zones, MSEDCL.
6. The Manager (F&A-WM) / (F&A-SB) / (F&A-IF), MSEDCL, Mumbai.
7. The Dy. Manager (F&A-Loan), MSEDCL, HSBC, Mumbai - *Please ensure to get the above expenses correctly accounted at Head Office level.*
8. All S.Es. of O&M Circles, MSEDCL.
9. All Managers (F&A) / Dy. Managers (F&A) of O&M Zones, MSEDCL.

Copy f.w.cs.to :- Director (Operations), MSEDCL, Mumbai.

Annexure A

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.

O&M CIRCLE _____ Location Code:-

(Amt. in lakhs)

Total funds are received from Collector	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12

Total No. of tender alloted to this scheme

Tender No.	Name of Contractor	Contract Value

Name of Contractor	Tender No.	Contract value	Bill No. & Date	Amount of Indent	Amount received against this	Amount transferred to WM Section with date & receipt No.

Note:- It is to certify that the funds received from Collector of _____District for the F.Y. _____ of Rs. _____ out of which the funds utilized are Rs. _____ and the balance available as on _____ under this scheme is Rs. _____.

Jr. Manager (F&A)
O & M Circle _____

Asst. Manager (F&A)
O & M Circle _____

Superintending Engineer
O & M Circle _____