

Kanwaldeep Singh, IDAS



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**Dated 15<sup>th</sup> Sept, 2011**

Dear Project Director

Outstanding staff advances remain a matter of concern for the programme. Various guidelines have been issued from time to time to resolve this problem. These include

- Letter of even no. dated 12-8-10:-All advances to be adjusted invariably before the subsequent month in which the activity is completed
- Letter of even no. dated 16-8-11:-75% of all advances before April 2011 to be adjusted by Sept 2011.

In order to further solve this problem of unadjusted staff advances, it is decided to initiate recovery with penal interest at 8.5% per annum in all cases of delayed adjustment as per guidelines mentioned above.

- In the case of serving employees, recovery may be effected from pay;
- In case the regular government employees relieved from SACS and transferred elsewhere, a demand notice is to be served to the concerned departments;
- In case of contractual employees who have left the SACS and retire government employees, all legal means of recovery should be pursued failing, which FIR should be lodged.

This is non-negotiable. The amount recovered on this account may be compiled under miscellaneous receipts.

These instructions issue with the concurrence of Secretary and DG NACO

Yours faithfully,

(Kanwaldeep Singh)

To  
The Project Directors of all SACS/ MACS

Copy to  
PS to Secretary & DG NACO  
PS to AS  
All officers of NACO