



## **CIRCULAR: Name-wise Expenditure**

To enable disbursement of funds under Major Head of Account: 2202 General Education, Object / Detail Head: 001 Salaries and Major Head of Account: 2071 Pensions and Other Retirement Benefits, Object / Detail Head: 641 Pensionary Charges (10% Govt. Contribution under Defined Contribution Pension Scheme) for the year 2017-18, it is enjoined upon all the DDOs of Jammu Province to submit the actual expenditure under **Elementary as well as Secondary Schemes** in the **Prescribed Format by or before 25th of August, 2017** positively for making arrangement of required funds failing which the concerned Institution / Officer will be solely responsible for non-release of subsequent funds.

### **Note:**

1. The Prescribed Format is to be downloaded from the Official Website of this Directorate: **schedujammu.nic.in**.


2. All the DDOs have to prepare the requisite information in Prescribed Excel Format only and submit its **Soft copy only** using their official / Dealing person Email-id.

3. All the ZEOs / HMs have to submit **Soft copy to the concerned CEO and this Directorate as well.**

4. The Official email-id of the Accounts Section of this Directorate is: **caodsej@gmail.com**. Any query can be clarified using this Email-id. No personal visit of the official will be entertained.

5. The **Chief Education Officer concerned** will instruct all the DDOs to coordinate among themselves in using the available IT resources of the district viz. Computers in various Institutions- GHSS/HSS/GHS/HS / CAL centres / wherever available and advice them to keep the data preserve for further correspondence.

This is issued with the approval of the competent authority

  
Chief Accounts Officer  
Directorate of School Education  
Jammu

No: DSEJ/Acctts/2017/24108-2468 Dated: 17-08-2017

Copy to the:-

1. Chief Education Officer (All) for information and immediate compliance.
2. Principal DIET (All) for information and immediate compliance.
3. DDOs (All) of Jammu division for information and immediate compliance.
4. I/c Computer Section for uploading on official website:  
**www.schedujammu.nic.in**.