

**MOST URGENT/TIME BOUND**

**Delhi Urban Shelter Improvement Board  
Office of the Budget & Finance Officer  
Room No 45, Punerwas Bhawan, IP Estate, New Delhi-110002**

**No.:PA/BFO/DUSIB/2016/D-19**

**Dated: 28.12.2016**

**OFFICE MEMORANDUM**

**Pr. Secretary (Finance), Govt of NCT of Delhi has issued an OM bearing No No. 68(01)/2013/ T-I/ Pr. AO/ 4139- 4142 dated: 09.12.2016 wherein attention has been invited towards the OM No. 3(2)(1)/2016/R&P Rules/Amendment/649 dated 05.12.2016 and circular No. 68(01)/2013/T-Pr.AO/106-2016 dated 29.01.2016 in which it was advised to all the Departments, Autonomous Institutions, Public Sector Undertakings to make payments to the suppliers/ vendors above Rs. 10000/- through RTGS/ NEFT/ ECS mode to reduce office work, increased speed of payments and to improve the transparency.**

Further the office of Controller General of Accounts, Ministry of Finance, Govt. of India has issued instructions through OM No.3(2)(1)/2016/R&P Rules/Amendment/649 dated 05.12.2016 to all the Ministries/ Departments of Govt. of India to ensure the payment above Rs. 5000/- (five thousand) to suppliers contractors, grantee/ loanee Institutions etc. through payment advice. These instructions already circulated through both e-office and e-mail to all concerned.

However, it is again re-iterated that in DUSIB, all payments to the Suppliers, Contractors, Grantee/ Loanee Institutions may be made through electronic mode i.e. RTGS, NEFT, ECS etc and the amount of imprest of all the concerned to whom imprest was sanctioned earlier is to be restricted upto Rs.5000/- with immediate effect.

**The concerned Directors / Dy. Director looking after Management branch will also ensure that the demand notices issued by concerned branch clearly indicate that all payment will be received in the DUSIB Accounts through Central Bank of India only by electronic mode. No cash payment will be received in DUSIB Accounts. Detail of Account No along with IFSC code in which payment will be received is already reflected in the DUSIB website <http://delhishelterboard.in/main/>**

All Concerned are requested to strictly adhere to above instructions to achieve the goal of cashless transactions in DUSIB.

This issue with the prior approval of the Competent Authority

  
28/12/2016  
(Budget and Finance Officer)

Copy to the following:-

1. PS to CEO for information of the later.
2. Member (Finance)
3. Member (Power)
4. Member (Engineering)
5. Chief Engineer-I and II
6. Pr. Directors
7. Director / Dy. Director
8. All Suptd Engineers
9. All Executive Engineers
10. FO to CE-I and CE-II, ACA-I, II, III, IV & E&M.
11. All AAO's
12. Sr. Regional Manager, Central Bank of India
13. Chief Manager (Marketing), Central Bank of India.
14. Branch Manager, Central Bank of India, Vikas Kuteer.
15. Branch Manager, Central Bank of India, SUBZI Mandi,
16. Branch Manager, Central Bank of India, Shivaji College.