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**GOVT. OF NCT OF DELHI
DIRECTORATE OF AUDIT
NEW DELHI-02**

Sub: - Audit report of the office of the Additional District & Session Judge, (Distt-West), Tis Hazari Court, Tis Hazari, Delhi, for the period 2015-16 to 2018-19

INTRODUCTION

The Internal Audit on the account of the office Additional District & Session Judge, (Distt-West), Tis Hazari Court, Tis Hazari, Delhi, for the period 2015-16 to 2018-19 was conducted by the field Audit Party No. IX, comprising of Sh. Mathew Kurian, AO/IAO, Sh. V.K. Rajput, AAO and Sh. Vishal Sharma, LDC. The audit was conducted during 13 working days w.e.f. 02.05.2019 to 21.05.2019

AIMS AND OBJECTIVES

The main activities of District & Session Judge Court, Tis Hazari court, Delhi is Judicial and provides justice to the parties coming for the same. Delhi has been distributed in 11 districts being headed by the District & Session Judge.

H.O.D/H.O.O./Controlling Officer/D.D.O./Cashier

The following officers/officials have served as H.O.D/H.O.O./Controlling Officer/D.D.O./Cashier during the Audit period **01/04/2015 to 31/03/2019**

HEAD OF Department

S. No	Name(Sh/Smt/Ms)	Designation	From	TO
1.	Anu Malhotra	Ld.Distt.& Session Judge, West	6.5.13	27.4.15
2.	Rekha Rani	Ld.Distt.& Session Judge, West	27.4.15	31.10.17
Post Vacant of Ld. Distt. & Session Judge/HOD w.ef 1.11.17 to 12.2.19				
3	Sanjay kumar	ADJ-02 West (officiating)	1.11.17	19.10.18
4.	Archana Singh	ASJ-06 West(officiating)	20.10.18	24.10.18
5.	Manoj Jain	ADJ-02 West (officiating)	25.10.18	12.02.19
6.	Yashwant Kumar	Ld.Distt.& Session Judge, West	13.02.19	Till date

Controlling Officer

S. No	Name(Sh/Smt/Ms)	Designation	From	TO
1.	Nivedita Anil Sharma	ASJ-01 West	21.5.15	11.2.16
2.	Sanjay Kumar	ADJ-02 West	12.2.16	15.10.18
3	Virender kumar Goyal	ASJ-04 West	16.10.18	19.10.18
4.	Archana Sinha	ASJ-06 West	20.10.18	29.10.18
5.	Virender kumar Goyal	ASJ-04 West	31.10.18	Till date

Sum.

H.O.O

S. No	Name(Sh/Smt/Ms)	Designation	From	TO
1.	Rakesh kumar-1	Spl. Judge NDPS, West	24.1.15	5.11.17
2.	Deepak Dabas	ADJ-05 West	6.11.17	26.2.19
3	Sanjay Sharma	ADJ-04 West	27.2.19	Till date

DDO

S. No	Name	Designation	From	TO
1.	Rakesh kumar-1	Spl. Judge NDPS, West	24.1.15	5.11.17
2.	Deepak Dabas	ADJ-05 West	6.11.17	16.11.17
3.	Monika Bajaj	AAO West	17.11.17	Till date

Cashier

S. No	Name	Designation	From	TO
1.	Devender kumar	JA	11.2.14	31.10.17
2.	Mohit kumar	JJA	01.11.17	Till date

Budget Allocation and Expenditure for the year w.e.f. 2015-19

(Amount in Rupees)

Financial Year	Plan			Non- Plan		
	Budget allotted	Expenditure	Balance	Budget allotted	Expenditure	Balance
2015-16	0	0	0	526569661	347093759	179475902
2016-17	620000	454000	166000	844631553	497583851	347047702
2017-18	440000	220000	220000	638287841	601551595	36736246
2018-19	0	0	0	691477520	588484875	102992645

Details of Vacancy Statement as on 31/03/2019

S.N.	Posts	SANCTIONED POSTS	FILLED POSTS	VACANT POSTS
1	Judges	51	47	04
2	Admn.Off/AAO/SJA/JJA/JA	210	201	09
3	Sr. PA/PA	86	82	04
4	Peons/Orderly/Pro.Server/Frash/Baillif/Civil Nazir	160	158	02
	Total	507	488	19

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STATUTORY AUDIT

Statutory audit of the office of the Additional District & Session Judge, (Distt-West), Tis Hazari Court, Tis Hazari, Delhi, has not been conducted by AGCR till date.

MAINTENANCE OF RECORDS:-

The maintenance of records of Additional District & Session Judge, (Distt-West), Tis Hazari Court, Tis Hazari, Delhi, was found satisfactory subject to observations made in Current audit report.

OLD AUDIT REPORT:-

There were 06 audit paras involving recovery of Rs.204465/- outstanding. 06 paras were fully settled during the current audit including the recovery of Rs.202985 /-, and Rs. 1480/- was dropped based on the reply submitted and compliance shown by the unit. Balance Nil para is incorporated in the current audit report.

(A)

S. No.	Year	Total Para's	Para Settled	Para no. of Settled Para's	Outstanding Para's with para No.
1	2010-11	02	02	02 & 06	Nil
2	2011-12	Nil	Nil	Nil	Nil
3	2012-15	04	04	1,2,3 & 4	Nil

(B) Details of Old Recovery

S.No	Year	Total old Recovery (Rs.)	Amount Recovered (Rs.)		Balance Recovery against Paras (Rs.)	
			Para No.	Amount	Para no.	Amount(Rs.)
1	2010-11	3148	02	976(Rs. 1480/- dropped)	Nil	NIL
			06	692		
2	2012-15	201317	01	3875	-	-
			02	93872		
			03	60466		
			04	43104		

Current Audit Report

During the course of current audit, 07 Audit memos + 09 record memos highlighting various irregularities/short comings were issued raising recovery of **Rs.301375/-** out of which **144625** has been recovered. On the basis of reply submitted by HOO, 04 memos have been settled completely. The rest audit memos have been converted into 01 Para and 04 TANs which are incorporated in current audit report with the total recovery of **Rs.156750/-**

[Signature]

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Details of Current Recovery

Memo No.	Total Recoveries Detected(Rs.)	Amount Recovered (Rs.)	Balance (Rs.)	Para. No.
06.	301375	144625	156750	01

The internal audit report has been prepared on the basis of information furnished and made available by the Office of Additional District & Session Judge, (Distt-West), Tis Hazari Court, Tis Hazari, Delhi. Directorate of audit, GNCT of Delhi disclaims any responsibility for any misinformation and / or non information on the part of auditee.


MATHEW KURIAN
AO/IAO
Audit Party-IX

PART - I

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OLD AUDIT PARAS
(2015-2019)

(Para 2)
Para 1 (2010-11) Income Tax-Non deduction of tax at source and non-charging of interest on late payment of tax. (Audit Memo No. 6 dated 30.09.2011)

During the test check of the record pertaining to the income tax along with form 16 for the audit period 2010-11 of District West, it has been revealed that necessary recoveries of balance amount as per calculation has not been made in the final bills. Form 16 is to be issued to the officer/official after making all recoveries of income tax due to the officer./official for that financial year i.e. 2010-11.

In most of the cases, the proof of tax deposited has not been found attached with the form 16. As such, auditor has faced it difficult to verify the amount of tax paid to the income tax authorities. If any amount of tax recoverable/due from the officer/official is recovered after March, the same shall be paid with interest amount. During the scrutiny of income tax record, it has been found that recoveries of balance amount of tax as shown in the Form 16 by the District in respect of following officers/officials has not been made so far; the same may be recovered along with interest @ 1 % p.m. now. As per income tax rules, 1 % interest (per month) is to be recoverable from the assessee for delay in payment of tax.

S.No.	Name & designation of officer/official	Tax payable	No. of months payable (calculated oct.2011)	Total interest	Total amount payable	Total recovered	Balance recovered
1.	Sh. Raj Kumar Chauhan, DJS	12042	7m	843	12885	12042	843
2.	Sh. J.C. Gudiya UDC	30	2m	1	31	--	31
3.	Mohd. Furkan, Steno	658	7m	46	704	658	46
4.	Ms. Neelam Gulati, steno	514	7m	36	550	514	36
5.	Sh. Darshan Grover, steno	12723	7m	891	13614	12723	891
6.	Sh. Satish Kumar, steno	4760	7m	333	5093	4760	333
7.	Ms. Pooja Verma, Steno	1862	7m	130	1992	1862	130
8.	Ms. Supita Dua, steno	1236	7m	87	1323	1236	87
9.	Sh. Kamal, copyist	650	7m	46	696	650	46
10.	Sh. Anil kumar, steno	86	7m	6	92	86	6
11.	Sh. Sucha Singh,	107	7m	7	114	107	7
	Total						2456

Hence the above amount of Rs. 2456/- may be recovered from the officers/officials.

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Para 6 : PN-111
Excess payment of Rs.692/- on account of rounding of increments.
(Audit Memo No.12 dated 10.10.2011)

In accordance with the clarification issued by the Govt. of India, Ministry of Finance's Office Memorandum No. F.No.1/1/2008-IC, dated 29-01-2009, while calculating the increments under the revised pay rules, 2008, paise should be ignored, but any amount of a rupee or more should be rounded off to next multiple of 10. For example, if the amount of increment comes to Rs.660.90 paise, then the amount will be rounded off to Rs.660 and if the amount of increment comes out to Rs.661.70 paise, then the amount will be rounded off to Rs.670.

During the test check of pay fixation cases from Service Books provided to the audit for scrutiny, it is found that the increments granted under 6th CPC are not rounded off in accordance with the above referred office memorandum. Due to which overpayment has been made to Shri Guljesh Kr. Bansal, Pro. Servcer, which has been worked out by the audit up to October 2011, which comes to Rs.692. The amount of excess payment made in this regard may be recovered immediately from the concerned official and deposited into the government account.

Necessary rectification may be made accordingly in the pay fixation orders/Service Books and it is also suggested that other cases may also be reviewed and excess payment, if any is found, same may be recovered under intimation to audit department.

(GANESAN M.)
I. A. O.
Party No. XV

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TEST AUDIT NOTE

TAN 1 : Outstanding amount of fine to the tune of Rs. 35,39,450/-.
(Audit Memo No.8 dated 03.10.2011)

As per the information made available to the audit, it has been observed that fine amounting to Rs.2,09,35,580/- were imposed by various courts of District West during the period from 01-04-2010 to 31-03-2011, is still outstanding as per the details given below: -

Period	Fine Imposed (Rs.)	Fine realized (Rs.)	Outstanding Balance (Rs.)
2010-11	2,09,35,580	1,73,96,130	35,39,450

The department has given some reasons for non-realization of outstanding fine which are given below: -

1. When fine is imposed by the Courts upon the accused the fine is not paid by them and they are sent to J/C for not paying the same.
2. The fine is also not paid by the accused till the final disposal of the appeal filled before the Hon'ble High Court or as per the direction of the Hon'ble High court.

The reasons given by the department are justified but the audit suggests that the departmental authorities may explore all possibilities for taking remedial steps for recovery of actual outstanding amount of fine.

The Department should make some efforts to identify recoverable amount of fine among the outstanding balance and also identify the exact amount of fine which are non recoverable due to various reasons or to be waived off. The other responsible authorities may also be got involved for timely action.

TAN 2 : Signing of TR-5 (GAR 6)
(Audit Memo No.4 dated 28.09.2011)

Test check of TR-5 (GAR-6) revealed that ~~none~~ of the TR-5 has been found signed by the competent authority. However, as per Rule 21(1) of Receipts and Payments Rules, "Head of an office where money is received on behalf of the Government must give the payer a receipt duly signed by him. He may at his discretion authorize any other officer subordinate to him, whether Gazetted or Non- Gazetted, to sign such receipts for him."

Necessary compliance may be done and shown at the time of next audit by the Department.

TAN 3 : Pay Bill Register.
(Audit Memo No.5 dated 28.09.2011)

During the scrutiny of the Pay Bill Register for the audit period 2010-11 of District West, the following shortcomings have been noticed:-

1. Most of the columns of the upper portion of PBR i.e. Date of joining, Date of increment, Govt. Residence occupied, whether spouse employed in, Advance taken etc. have been left blank. In the absence of this vital information, the audit has faced difficulties in checking out the calculations.
2. None of the entries made in the PBR have been found checked/initialled by DDO. Though a separate column has not been given for initials of DDO, it is necessary that DDO initials each entry in the PBR in column 38 for remarks, simultaneously when pay bill is signed.

3. Scrutiny has also revealed that in the PBR fluids have been used by the Distt. West frequently, which is not permissible in the Pay Bill Register. Moreover, cuttings/over writings are not found attested by the competent authority.

4. Abstracts of Pay Bill Register (Form GAR 18) are not found signed by any of the official/officer of the District.

Necessary compliance may be done and shown at the time of next audit by the Department.

TAN 4 : **Income Tax – Non submission of documentary proves.**
(Audit Memo No.9 dated 03.10.2011)

During the test check of the record pertaining to the Income Tax for the audit period 2010-11, documentary proves in support of the savings for claiming income tax rebate, not found attached with the Income Tax Calculation Sheet in respect of the under mentioned officers/officials:

S. No	Name & Designation of the Officer/official with	Amount (Rs.)	Nature of savings	Remarks
1.	Sh. Rakesh Kumar-III, DJS	9190 23226 50000	LIC premium PLI PPF	Proofs/Receipts not found attached.
2.	Sh. Amit Kumar, DJS	26,724 36000 18000	LIC Premium Mutual Fund Tuition Fee	Proofs/Receipts not found attached.
3.	Sh. Dharmendra Rana, DJS	70000 20000	PPF Infr. Bond	Receipts not found attached
4.	Ms. Vandana Jain, DJS	52500 20000	LIC Premium Mutual Fund	Receipts not found attached
5.	Sh. Arun Kumar, DJS	19000 70000 20000	LIC premium PPF Inf. Bond	Receipts not found attached
6.	Sh. Sunil Kumar Sharma, DJS	15000 70000	PLI PPF	Receipts not found attached
7.	Ms. Chhavi Kapoor, DJS	70000 20000	PPF Inf. Bond	Receipts not found attached
8.	Sh. Hem Raj, DJS	30000 20000	NSC/Tuition Fee Inf. Bond	Receipts not found attached
9.	Ms. Pratibha Rana, Distt. Judge-III	3000 20000	PPF Inf. Bond	Receipts not found attached
10.	Sh. Rajeev Bisht, Steno	10607 24000	LIC Premium PPF	Receipt not found attached
11.	Sh. Vikas Bhardwaj, Steno	34100	Tuition Fee	Receipt not found attached
12.	Ms. Archana Kapoor, Steno	75000 35000	LIC Premium Tuition Fee	Receipts not found attached
13.	Ms. Ravindra Kaur, Steno	20000 9745 50000	PPF Tuition Fee PLI	Receipt not found attached
14.	Sh. Inder Raj, Steno	20000	PPF	Receipt not found attached
15.	Ms. Seema Vohra, Steno	13095	Tuition Fee	Receipts not found attached
16.	Ms. Sunita Dua, Steno	28320 10000	Tuition Fee Any other	Receipts not found attached
17.	Ms. Reema Semwal, Steno	12000	Tuition Fee	Receipts not found attached
18.	Sh. Jagdish Prasad, Steno	43212 1000 16420	LIC Premium PPF Tuition Fee	Receipts not found attached
19.	Sh. Jitender, Steno	8700	Tuition Fee	Receipts not found attached
20.	Sh. Parveen Brijaram, Steno	1278 18960	LIC Premium Any other	Receipts not found attached
21.	Geeta Kamdal, Steno	11196	PLI	Receipts not found attached
22.	Ms. Radha Rani, UDC	51600 48000 20000	LIC Premium Tuition Fee Bond	Receipts not found attached

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23.	Sh. Surinder Singh, Steno	9387 10560	LIC premium Tuition Fee	Receipts not found attached
24.	Sh. Roshan Lal, UDC	26227	LIC Premium	Receipts not found attached
25.	Sh. Ajay Kumar, UDC	10842 14760	LIC Premium Tuition Fee	Receipts not found attached
26.	Sh. Shiv Poojan Pal, Peon	12406 5700	LIC Premium PLI	Receipts not found attached
27.	Sh. Surinder Kumar s/o Sh. Raj Singh	19146 33000	LIC Premium Tuition Fee	Receipts not found attached
28.	Sh. R. D. Dhingra Supdt.	70000	PPF	Receipts not found attached
29.	Smt. Smriti Wadhwa, UDC	30000	LIC Premium	Receipts not found attached
30.	Sh. Bharat Kumar Bountiyal, UDC	17452 7560 26400	LIC Premium PLI Tuition Fee	Receipts not found attached
31.	Sh. Khyali Ram, UDC	6380	LIC Premium	Receipts not found attached
32.	Sh. Dinesh Sapra, Reader	22980	Tuition Fee	Receipts not found attached
33.	Sh. Raju Naidu, Reader	8310	LIC Premium	Receipts not found attached
34.	Sh. Rajesh Kumar, UDC	15889	Insurance	Receipts not found attached
35.	Sh. Raj Kumar Tanwar, Reader	24000	HBA	Receipts not found attached
36.	Sh. Satish Kumar, Reader	60000	LIC Premium	Receipts not found attached
37.	Sh. Harender Kumar Singh, Reader	33164 24000	LIC Premium Tuition Fee	Receipts not found attached
38.	Sh. Sanjeev Kr. Sadana	6840	Tuition Fee	Receipts not found attached
39.	Sh. Gulshan Kumar Malik	23397 25225	LIC premium PLI	Receipts not found attached
40.	Ms. Bimla Rani Behl, Reader	27914 12000	LIC Premium PPF	Receipts not found attached
41.	Sh. Sumer Singh, Reader	5821	LIC Premium	Receipts not found attached
42.	Sh. Sanjeev Kumar	3457	LIC Premium	Receipts not found attached
43.	Sh. Om Pal Singh	23540 29280	LIC Premium Tuition Fee	Receipts not found attached
44.	Sh. Harish Kumar	1100 35434	Tuition Fee PLI	Receipts not found attached
45.	Sh. Rajesh Rajput, Copyist	6105	LIC Premium	Receipts not found attached
46.	Sh. Inder Preet Singh, LDC	3400	LIC Premium	Receipts not found attached
47.	Sh. Madan Mohan, Copyist	1313	LIC Premium	Receipts not found attached
48.	Sh. Lalit Kishore, LDC	3060 16800	LIC Premium Tuition Fee	Receipts not found attached
49.	Sh. Ajab Singh, Copyist	7260 7380	LIC Premium PLI	Receipts not found attached
50.	Sh. Alha Singh, Copyist	6230 5940	LIC Premium PLI	Receipts not found attached
51.	Sh. Anup Chawla, Copyist	10500	Tuition Fee	Receipts not found attached
52.	Sh. Laxman Kumar, Copyist	6120 5640	LIC Premium PLI	Receipts not found attached
53.	Sh. Sunil Dimri, Copyist	6700 15600	LIC Premium Tuition Fee	Receipts not found attached
54.	Sh. Kamal, Copyist	9966	LIC Premium	Receipts not found attached

Therefore, saving proofs in respect of above-mentioned officers/staff members may be furnished to the audit party immediately. In case the documentary proves in support of saving are not produced to the audit party, tax recoverable amount may be worked out and recovered under intimation to audit.

TANS : Service Books
(Audit Memo No.10 dated 05.10.2011)

During test check of service books for the audit period 2010-11, following shortcomings were noticed:

1. The Photographs in respect of S/Shri R. K. Gupta, Sanjay Kr. Aggarwal, DHJS Bhupesh Kumar, DJS and Satya Prakash, Steno were not found pasted in the Service Book and the photographs in respect of following officers/ officials were not found attested by the Head of the Office in their Service Books:-

S. No.	Name of the official (S/Sh./Smt.)	Designation	S. No.	Name of the official (S/Sh./Smt.)	Designation
1.	Sunil Rana,	DHJS	14.	Vikas Chauhan	LDC
2.	Sujata Kohli,	DHJS	15.	Anil Singh	LDC
3.	Mannu Rai Sethi,	DJS	16.	Vinod Gupta	LDC
4.	Raj Kr. Chauhan,	DHJS	17.	Vinod Kumar	LDC
5.	O. P. Gupta,	DHJS	18.	Vivek Anand	LDC
6.	Narinder Kumar	DHJS	19.	Paramveer Singh	LDC
7.	Lalita	Steno	20.	Priyanka Rani	LDC
8.	Reena	Steno	21.	Dharamvir Mehta	LDC
9.	Ravinder Kaur	Steno	22.	Bimla Rani	UDC
10.	Sushil Kumar	Steno	23.	Sunita Dua	Peon
11.	Divya	Steno	24.	Sumitra	Peon
12.	Bharat Bhushan	Steno	25.	Sumit Rana	Peon
13.	Satya Prakash	Steno	26.	Raj Kr. Yadav	Peon

2. Annual Service Verification was not found recorded in the Service Books in respect of following officials/officers:

S. No.	Name of the official/ officer (S/Sh./Smt.)	Service verified up to
1.	Ritesh Kumar, LDC	31.03.2010
2.	Sumitra, Peon	01.04.2007
3.	Satyanam, Peon	01.04.2008
4.	Raj Kumar Yadav Peon	01.07.2009
5.	Harbeer Singh, LDC	08.09.2009
6.	Sanjay Gadhara, LDC	01.04.2009

3. Entry regarding Date of Joining of the employee has not been found recorded in the Service Books in respect of following officials/officers:-

S. No.	Name of the official/ officer (S/Sh./Smt.)	Designation
1.	Narender Kr. Sharma	UDC
2.	Bimla Rani Behl	UDC
3.	Neelam Sethi	Supdt.
4.	Nishi Sharma	UDC
5.	Vijay Kumar	P.S.
6.	Ajay Kumar	P.S.
7.	Guljesh Kumar,	P.S.
8.	Ashok Kumar,	LDC

4. Entries recorded in the Leave Account in respect of following officials/officers were not found signed by the competent authority. Details are as under:-

S. No.	Name of the official/ officer (S/Sh./Smt.)	Leave Account not signed w.e.f.	S. No.	Name of the official/ officer (S/Sh./Smt.)	Leave Account not signed w.e.f.
1.	Sunil Rana, DHJS	04.04.2008	11.	Inder Raj, Steno	02.02.2009
2.	Sujata Kohli, DHJS	01.01.2005	12.	Sunil Kumar, Steno	17.12.2007
3.	Mannu Rai Sethi, DJS	17.12.2007	13.	Reema Semiwal Steno	30.08.2000
4.	Ravinder Kaur, Steno	01.01.2005	14.	Md. Furkan, Steno	09.04.2003
5.	Narsingh Dass, Steno	01.07.2008	15.	Monika Gupta, Steno	01.01.2005
6.	Rajeev Bisht, Steno	31.05.2003	16.	Vikas Chauhan, LDC	23.06.2004
7.	Sushil Kumar, Steno	30.08.2007	17.	Vinod Kumar, LDC	12.01.2010
8.	Divya, Steno	01.01.2005	18.	Vivek Anand, LDC	09.10.2009
9.	Savita Rani, Steno	01.01.2005	19.	Dinesh Chand Sharma	01.07.2004
10.	Sunita Dua, Steno	01.01.2007	20.	Deepak, LDC	17.05.2006

Police Verification Report was not found recorded anywhere in the following officers/officials:-

No.	Name of the official/ officer (S/Sh./Smt.)	Designation
1	N. K. Goel,	DHJS
2	R. K. Gupta	DHJS
3	Mannu Rai Sethi	DJS
4	Raj Kumar Chauhan	DHJS
5	Sanjay Kumar Aggarwal	DHJS
6	Rajesh Kumar	Steno
7	Narsing Dass	Steno
8	Satya Prakash	Steno
9	Bimla Rani Behl	UDC
10	Nishi Sharma	UDC
11	Vijay Kumar	PS
12	Man Mohan Lal	Farash
13	Ajay Kumar	PS
14	Navita Kumar Saini	UDC
15	Sansar Singh	LDC

In addition to above, it may be pointed out here that none of the nomination forms i.e. Death-cum-Retirement Gratuity (DCRG), GPF, CGEIS, Details of Family etc. found pasted in the Service Books of the officers/officials.

Also, in most of the Service Books, entries recorded regarding annual increment, revision of pay fixation cases, 6th Pay Fixation cases and entries pertaining to leave sanctioned etc. were not found signed by the competent authority.

Necessary correction in the above mentioned cases may be made in the Service Books of the concerned official/officers and compliance may be shown to the audit. Similar other cases may also be checked by the Department at their level.

(GANESAN M.)
I. A. O.
Party No. XV

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~~Annual Audit Report (2011-12)~~

Para No. 01. - (2011-12)

Subject:- Service Books.

During the test check of the Service Books of the employees of the O/s the Distt. & Session Judge, West Distt., Tis Hazari Courts, Delhi, the following discrepancies have been noticed:

1. As per CCS Leave Rules (1972) Revised, one tenth of the period of EOL availed of by the official has to be deducted from the EL to be credited in his leave account in the subsequent half. This has not been found done in the following cases:

- i) Ms. Sunita Yadav, Steno, EOL from 17.01.2011 to 04.02.2011
- ii) Mr. Azad Kumar, Steno, EOL from 31.10.11 to 03.11.11, 19.12.2011 to 21.12.2011 and from 17.12.2011 to 21.12.2011
- iii) Ms. Rashmi, Steno, EOL for, 17.8.2010, 26.8.2010, 19.5.2010, 02.7.2010 to 05.07.2010, 12.7.2010, 13.7.2010, 22.7.2010, 01.09.2010 to 04.09.2010, 08.09.2010 to 10.9.2010, 16.9.2010 to 28.09.2010 to 01.10.2010, 24.9.2010, 05.10.2010 to 07.10.2010, 12.10.2010 to 20.10.2010, 14.10.2011 to 15.10.2011, 26.11.2010 to 05.12.2011, 02.12.2010, 19.12.2011

2. As per Service Book, the Residential address of Ms. Poojam Joshi, steno, is G-2, Mansarover Hostel, Delhi University, Mall Road, Delhi. It may be ascertained from the official whether she has been incurring any expenditure towards rent of the Hostel accommodation. If she has not been incurring any expenditure towards rent, the recovery of HRA paid to her may be recovered under intimation to audit.

3. Ms. Madhu Bala, Steno, has been granted 'Leave Not Due' for 72 days i.e., wef 16.12.2010 to 28.01.2011 and 29.01.2011 to 25.02.2011. According to the Leave Rules, these Leave Not Due are to be adjusted against the HPL to be credited in future. It has been noticed that Leave Not Due sanctioned to the

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Official are being adjusted against the HPL being earned by official, but for the said period, she has been paid Pay & Allowances at full rates, whereas she is entitled to Half Pay for these 72 days. In this case, the following pay & allowances may be recovered from the official:

Period	Pay	Grade Pay	DA	HRA
31.12.2010 to 31.12.2010	2178.00	620.00	1259.00	839.00
Jan 2011	4220.00	1200.00	2762.00	1626.00
01.02.2011 to 25.02.2011	3768.00	1071.00	2468.00	1452.00
Transport allowance for Jan 2011	2416.00			
Total	12582.00	2891.00	6489.00	3917.00

Total Recovery Rs. 25,879.00

The above calculated amount may be recovered from the official and deposited in the Govt. treasury under the relevant salary head under intimation to audit.

Para No. 02

Subject:- Surrender of Savings

During the course of test check of the auditable records for the year 2011-12, it has been noticed that there are lapse of funds at the end of financial year under the following heads

S.N.	Major/minor head/Sub Head	Sanctioned Budget	Expdr. 2011-12	Unutilized amount	% age of savings
1	2014- Admn. Of Justice (Civil)	27,96,90,000	17,27,24,094	10,69,65,906	38.24%
2	2014 - Admn. Of Justice (Criminal)	91,80,000	63,43,885	28,36,115	30.89%

The above data reveals that there are Savings beyond the permissible limits. According to the General Financial Rules, the savings as well as provisions that cannot be profitably utilized should be surrendered to Government immediately they are foreseen without waiting till the end of the year. No savings should be held in reserve for possible future excesses.

As per report of MS received on 11/11/12

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TEST AUDIT NOTES

TAN No. 06

SUBJECT:- Pay Bill Register

During the course of test check of the Pay Bill Register for the year 2011-12 in r/o the office of the Distt. & Session Judge, Distt. West, Tis Hazari Courts, Delhi, the following discrepancies were noticed:

1. All the entries made therein the PBR should be checked by the Supervising Officer and he should initial in column No. 38 of the PBR in token of having checked the entries. This has not been found done by any officer
2. All the columns of the PBR should be properly filled in by the official maintaining the PBR. It has been noticed that the columns related to the Designation, Pay scale, rate of pay, date of increment, date of joining, previous PBR page No. etc have been left blank.
3. It has been noticed that deductions on account of EOL has been shown on the deduction/recoveries side of the PBR whereas recoveries on account of EOL should be shown before the calculation of the Gross Amount payable. A few of the instances are as under:-
 - a) Ms. Monica, Page No. 32 - Amount deducted Rs.2896/-
 - b) Mr. Amit Kumar, Page no. 41, Amount deducted Rs.3600/-
 - c) Ms. Vanita, Page No. 36, amount deducted Rs.36019/-
4. As per Receipt & Payment Rules, abstract of the Pay Bills should be maintained in GAR-18 given at the end of the Register. But the same has not been found maintained in this office.

In the light of above, all the discrepancies may be removed and PBR may be maintained accordingly.

TAN No. 07

Subject:- Bill Register

During the course of test check of auditable records for the year 2011-12 in r/o the office of the Distt. & Session Judge, Distt. West, it has been noticed that as per the directions of the previous audit, the Bill Register is being maintained in GAR 09, but the relevant columns such as, Token No., Date of Presentation of the bill to the PAO, Amount Passed by the PAO, Signature of the Gazetted Officer signing the bills etc. are not being maintained. It is requested that all the columns therein the Bill Register may be maintained properly in r/o all the bills presented to the PAO. Compliance may be communicated to the audit.



(Zahid Hussain)

AAO

CURRENT AUDIT REPORT

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2012-13 55 401

PART II

(Ref. Audit Memo No. 2 dated 02/07/2015)

Para No. 01

Sub :- Short recovery of DGEHS amounting to Rs 3875/-.

The rate of DGEHS has been revised w.e.f. 01.08.2010. Vide letter No. F.25(11)/DGEHS /140/DHS/09/444 dated 20.08.2010 issued by Directorate of Health Services. During the course of test check of record, it has been noticed that there was a short recovery of contribution towards DGEHS in r/o of officer/ as per details mentioned below. Necessary recovery be made from the concerned officer under the intimation to audit.

Name & Designation	Grade Pay (Rs.)	Month/period of short recovery	DGEHS Deducted per month (in Rs.)	Rate of DGEHS Subscription to be deducted (in Rs.)	Difference to be recovered (in Rs.)
Ms. Chanchal Kumari Wadhwa, Steno Gr.-II	4600/-	01/13 to 02/13 (02 months)	225/-	325/-	100x2= 200/-
Ms. Reena Kumari Semwal, Steno Gr.-II	4600/-	03/12 to 09/12 (07 months)	225/-	325/-	100x7= 700/-
Ms. Divya, Steno Gr.-II	4600/-	03/12 to 09/12 (07 months)	225/-	325/-	100x7= 700/-
Sh. Sanjay, Steno	4200/-	03/12 to 09/12 (07 months)	125/-	225/-	100x7= 700/-
Ms. Rajni Arora, Steno	4600/-	03/12 to 02/13 (12 months)	225/-	325/-	100x12= 1200/-
Ms. Kanta Thapa, Steno	4200/-	08/12 to 09/12 (02 months)	125/-	225/-	100x2= 200/-
Sh. Satish Kumar, Pvt. Secretary	7600/-	12/2013 (01 month)	325/-	500/-	175x1= 175
TOTAL					3875/-

Settle on the basis of our check on the amount.

Other similar cases if any, may also be reviewed at your own level. Hence, the above said amount of Rs. 3875/- may be recovered from the concerned officer/official and intimated to the audit after due verification.

[Signature]

Para No. 02

Sub: LTC recovery amounting to Rs. 43,104/-.

1. Excess reimbursement on account of LTC made to Smt. Ritu Mudgil, UDC in respect of her third child.

Smt. Ritu Mudgil, UDC has availed LTC in respect of herself and family including three children born on and after 25.10.99 for the block year 2010-13 from Delhi to Srinagar and travelled by Air both sides. The officer was paid a sum of Rs.91140/- for 5 persons vide Bill no. 782/LTC dt. October, 2012.

As per LTC rules, the reimbursement of LTC is restricted to only two elder surviving children except i) those employees who already have more than two children prior to 20/10/98 and ii) where the number of children exceeds two as a result of second child birth resulting in multiple birth. But in the instant case, reimbursement of LTC fare in respect of Aditya Sharma, third child, is irregular.

As per LTC-80 fare list for economy class, the official was entitled for payment of Rs.72912/- instead of Rs. 91140/- for both side journey. Hence official was paid an excess amount of Rs.18228/- which may be recovered from her, after due verification, under intimation to audit.

2. Booking of Air Tickets through Private Agent.

As per LTC Rules, Air tickets may be purchased directly from Airlines Booking counters or website of Airlines or through authorized travel agents viz. M/s. Balmer Lawries & Co., M/s. Ashok Travels and Tours and IRCTC. But in the following cases Air tickets have been purchased through private agent.

- a) **Sh. Sushant Changotra, civil judge 06 (West)** has availed LTC (Home Town) from Delhi to Amritsar for the block year 2012-13 in respect of himself, wife and mother during leave period 22/04/2012 to 26/04/2012 and travelled by Air both sides. The officer was paid a sum of Rs.24876/- for 3 persons vide Bill no.542/LTC dt. August, 2012.

But the officer has purchased Air tickets through private agent M/s. Sumit Tour & Travel, G-30/151, Sec-3 Rohini, Delhi-85, which is irregular.

Hence, full claim may be forfeited as per rules and an amount of Rs. 24876/- may be recovered from him after due verification, under intimation to audit.

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(Ref. Audit Memo No. 4 dated 03/07/2015)

Para No.03

Sub: Irregular re-imbusement of Children Education allowance amounting to Rs.93872/-.

Test check of Tuition Fee record revealed that Court authorities have re-imbursed the Children Education allowance to the staff members without verifying the family details from the Service Books and no undertaking or declaration from serving spouse.

During the scrutiny of bills and other related record, it has been noticed that Court authorities have paid the CEA to the following staff in respect of their third child which is irregular as children education allowance is admissible only in respect of two elder surviving children:

S.No.	Name & Designation	Bill No. & Date	Name of third child/class	Amount paid (in Rs.)	Period for which claim re-imbursed
1.	Sh.Sanjay Kumar, Peon cum orderly	105/02.05.2012	Moksh Chaudhary/LKG class	14330/-	2011-12
2.	Sh.Sanjay Kumar, Peon cum orderly	196/17.05.2014	Moksh Chaudhary/1 st class	15750/-	2013-14
3.	Sh.Sanjay Kumar, Peon cum orderly	1083/10.02.2015	Moksh Chaudhary/Ind class	15042/-	2014-15
	TOTAL			45122/-	
4.	Smt. Bimla Rani Peon cum orderly	138/04.05.2013	Hemant Naudiyal/9th	15000/-	2012-13
5.	Smt. Bimla Rani Peon cum orderly	180/15.05.2014	Hemant Naudiyal/10th	15750/-	2013-14
6.	Smt. Bimla Rani, Peon cum orderly	1208/28.03.2015	Hemant Naudiyal/11th	18000/-	2014-15
	TOTAL			48750/-	
	GRAND TOTAL			93872/-	

Hence, an amount of Rs.93872/- may be recovered from the concerned officials under intimation to the audit.

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**PART III
TEST AUDIT NOTES**

TAN 01

(Ref. Audit Memo No. 6 dated 06/07/2015)

Sub: Pay Bill Register (GAR-17)

During test-check, following irregularities were noticed in the PBR for the period 2012-13 to 2014-15.

1. The mandatory page count certificate duly signed by the DDO not recorded in the any of the PBR under the audit period.
2. The mandatory information/details of the officials (which were required to be written on the upper part of each page) were also not found filled completely in the PBR. Apart from the name, DOJ and PF No, the other details like pay-scales, designations, address, DOB, DOJ, DOS, details of loan/advances/refunds, etc were not written in the PBR.
3. None of the entries made in the PBR have not been found checked/initialed by the DDO. It is necessary for correctness and genuineness of the each entry made in PBR.
4. Balance of advances was not shown brought-forwarded to the current year with its number of installments.
5. Abstract in the PBR (Form GAR 18) are not signed by any of the official/officer of the District.
6. Scrutiny also revealed that in the PBR fluids have been used by the Distt. West frequently, which is not permissible in the Pay Bill Register. Moreover, cuttings/over writings are not found attested by the competent authority.

Hence, necessary compliance on the aforesaid lines may be made and shown to next audit.

TAN 02

(Ref. Audit Memo No. 7 dated 06/07/2015)

Sub: Bill Register (GAR-9)

During test check of bill register for the audit period 2012-13 to 2014-15, the following irregularities were noticed:

1. Mandatory page count certificate duly signed by the DDO not recorded on the first page of the Bill register under the audit period.
2. Monthly summary of bills presented passed and pending not recorded at the end of moth.
3. Category of cheque not mentioned along with the cheque no. in any of the bill register.
4. Mandatory column No. 4 i.e. dated initial of the gazetted officer (DDO) signing the bills were left blank in the bill registers.
5. Gross amount of the bill were not recorded in the bill register..
6. Cuttings/over writings in bill entries have not been attested by the DDO.
7. Column no. 4 to 17 was left blank. Details of the bill admitted /passed by the PAO, were not recorded in most of the cases which is irregular.

Necessary corrections may be done and compliance may be shown to the next audit.

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TAN 03

(Ref. Audit Memo No. 11 dated 09/07/2015)

Sub: Shortcomings in Stock registers of consumable and non-consumable items.

During test check of stock registers, the following irregularities were noticed:

- 1) Mandatory page count certificate not recorded on the first page in any of the stock registers.
- 2) No separate register maintained by the Department for both consumable and non-consumable items.
- 3) Contrary to rule 192 of GFR 2005, the yearly physical verification of stock has not been undertaken since the inception of the unit. In non-consumable stock register, Annual physical verification of all stocks should be carried out at least once in every year and discrepancies, if any, shall be investigated and be made good after following the set procedure.
- 4) The stock register is not maintained in proper manner. It has been noticed that many items like calculator, PBR, Pen holder etc entered on the same page of the register whereas each individual item should be entered on a separate page.

However, it is advised that the master register of consumable & non-consumable items may be prepared and necessary direction maybe given to concerned staff for rectifying the lapses mentioned above.

TAN 04

(Ref. Audit Memo No. 12 dated 09/07/2015)

Sub: Outstanding amount of fine to the tune of Rs. 51,76,250/- for the period 2012-13 to 2014-15.

As per information made available to the audit, it has been observed that fine amounting to Rs. 9,78,86,975/- were imposed by various courts of District West during the period 01.04.2012 to 31.03.2015 out of which Rs. 51,76,250/- is still outstanding as per the details given below:

Period	Fine imposed (In Rs.)	Fine realized (In Rs.)	Outstanding amount (in Rs.)
2012-13	1,55,91,649.95	1,51,11,799.95	4,79,850
2013-14	2,25,08,080	2,10,78,380	14,29,700
2014-15	5,97,87,245	5,65,20,545	32,66,700
Total	9,78,86,975	9,27,10,724.95	51,76,250

The department may explore all the possibilities for taking remedial steps for recovery of actual outstanding balance of fine.

The department should make some efforts to identify recoverable amount of outstanding amount of fine and also identify the exact amount of fine which are not recoverable due to various reasons or to be waived off



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TAN 05

(Ref. Record Memo No. 2 dated 29/06/2015)

Sub: Surrender of savings.

During the course of test check of the auditable records for the year 2013-14 and 2014-15, it has been noticed that there are lapse of funds at the end of the financial year under the plan scheme as detailed below:

PLAN (Rs.)

Year	Budget Allotted	Expenditure	Savings	%age of savings
2013-14	39,00,000	28,60,000	10,40,000	26.6 %
2014-15	9,90,000	6,46,869	3,43,131	34.6 %

The above data reveals that there are savings beyond the permissible limits. According to GFR the savings as well as provisions that cannot be profitably utilized should be surrendered to the government immediately as they are foreseen without waiting till the end of the year. No savings should be held in reserve for possible future excesses.

(SAROJ GUPTA)
SR.AO/IAO
Audit Party No. XIV

PART- II
CURRENT AUDIT REPORT
(01.04.2015 to 31.03.2019)

PARA NO. 1:- Short deduction of DGEHS Subscription amounting to Rs.1,56,750/-

(Audit Memo. No.06 Dated: 15-05-2019)

The DGEHS Subscription of the employees were revised w.e.f 01.02.2017 vide GNCTD Order No. F.25 (III)/DGEHS/140/DHS/09/204078-204243 dated 02.05.2017. While scrutiny of PBR for the audit period 2014-15 to 2017-18, it was noticed that DGEHS subscription has not been deducted with effect from February 2017, as per the revised rates in accordance with the circular referred above. Details of short deductions is attached as Annexure-A

Necessary recoveries may be made and deposited into concerned head of Accounts after due verification of facts and figures. Similar other cases may also be reviewed.


(MATHEW KURIAN)
AO/IAO,
Audit Party No. IX

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PART III
TEST AUDIT NOTES
(01.04.2015 to 31.03.2019)

TAN NO.01 Non Maintenance of Children Education Allowance Register.

(Ref Memo Audit Memo No.1 dated 10-05-2019)

While scrutiny of the records of the office of the Additional District & Session Judge, (Distt-West), Tis Hazari Court, Tis Hazari, Delhi for the audit period 2015-2018, the following observation are made.

The scrutiny of the records reveals that CEA register has not been maintained by the Office. The CEA reimbursement bills as received from the claimants should first of all be entered in the Register of CEA and amount actually reimbursed may invariably be indicated in due course. Further, the details like Financial year, name of the children with their date of birth etc. be made in the CEA Reimbursement along with name of items being reimbursed. Further, it may be ensured that the claim has been submitted within the prescribed time limit. The scrutiny of the records reveals that said register has not been maintained.

Needful may be done and shown to next audit.

TAN NO.02-Shortcomings in Bill Register

(Ref.Audit Memo No.02 Dated: 10-05-2019)

On scrutiny of Bill Registers maintained by the office of the Additional District & Session Judge, (Distt-West), Tis Hazari Court, Tis Hazari for the audit period , following shortcomings have been observed:

1. Page counting certificate has not been recorded on the first page of the register.
2. **Blank Col-5,6,7,8 and 9-** Col. 5,6,7,8 and 9 should be completed under the signature of DDO so as to check the actual amount admitted/passed by the PAO office and timely receipt of cheque, but the same has never been completed/signed by the DDO in respect of any of the financial year under audit period, which is irregular.
3. **Blank Col 12-** Col 10,11 and 12 of the bill register indicate the cheque no./date received against the bill present to the PAO and which must be attested by the DDO in Col. 12 at the time of making necessary entry into the Cash Book. But these columns were found blank, which is irregular. Reasons for not signing against Col. No. 10 and 11 by the DDO may be furnished to audit.
4. **Blank Col. 13,14 and 15-** Col. 13,14 and 15 meant to keep a check and to avoid the possibilities of retention of UN-disbursed money beyond the prescribed period not filled, which is irregular.
5. **ECS details** has not been mentioned in the Bill Register. Date of sending of ECS by the PAO has not been found mentioned against bills.

Needful may be done and shown to next audit.

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TAN 3 Short comings in Pay Bill Registers.

(Ref Memo Audit Memo No. 05 dated 14-05-2019)

During the test check of Pay Bill Registers of the office Additional District & Session Judge, (Distt-West) for the period from 2015-2019, the following irregularities have been noticed:-

1. The mandatory information/details of employees required to be recorded on the upper left side of each page in the PBR not found completely filled in any of the PBR's. Apart from name, other details like loan /advances/ refunds, installment No., PAN No. etc. were also not found completely filled in.
2. Balance of advances has not been brought forward to the next year of PBR with its number of installments.
3. Past information of employees who have been transferred into the unit (required to be entered from LPC) were not found recorded in the PBR. This information is required for calculation of Income Tax, GPF contribution etc. Also information about the employees who have been transferred out of the unit have not been recorded in the PBR and if recorded, not signed by the Competent Authority. Copy of LPC is also required to be appended with the respective page in the PBR.
4. Monthly entries in PBRs have not been verified and signed by the officer concerned for its correctness.

Needful may be done and shown to next audit.

TAN NO.04-Surrender of savings

(Ref.-Audit Memo No.07 Dated: 16-05-2019)

On test check of the Budget/Expenditure details provided to audit for the year 2015-16 to 2018-19 , it has been noticed that there are lapse of funds at the end of financial year under the following heads.

Year/Head	Budget Alloted	Expenditure	Balance	% of savings
2015-16/Civil	515067661	335812416	179255245	34.8
2016-17/Civil	831032553	486848429	344184124	41
2016-17/Criminal	13599000	10735422	2863578	21
2018-19/Civil	679262520	576459107	102803413	15

The above data reveals that there are savings beyond the permissible limits. According to the General Financial Rules, the savings as well as provisions that cannot be profitably utilized, should be surrendered to Government immediately without waiting till the end of the year. No savings should be held in reserve for possible future excesses.

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Sl. No.	Name & Designation (Sh./Smt./Ms.)	Existing rate of Contribution	Revised rate of contribution	Difference to be deducted	Period	Amt to be recd.
1	Deepak,JJA	125	250	1253	2/17 to 4/17 03Months	375
		450	650	200	Sept.17	200
2	Amit kumar, JJA	125	250	125	2/17 to 4/17 03Months	375
3	Sukhvir	325	650	325	2/17 to 4/17 03Months	975
4	Sonu	125	250	125	2/17 to 4/17 03Months	375
5	Yatin Saluja	125	250	125	2/17 to 4/17 03Months	375
6	Balkar Singh	125	250	125	2/17 to 4/17 03Months	375
7	Jitender Singh	125	250	125	2/17 to 4/17 03Months	375
8	Anand Kumar	125	250	125	2/17 to 4/17 03Months	375
		450	650	200	Sept.17	200
9	Anita	125	250	125	2/17 to 4/17 03Months	375
		450	650	200	Sept. 17	200
10	Manoj kumar	125	250	125	2/17 to 4/17 03Months	375
11	Vinit Rana	125	250	125	2/17 to 4/17 03Months	375
12	Abhishek Maurya	125	250	125	2/17 to 4/17 03Months	375
		450	650	200	Sept. 17	200
13	Amit Kumar	125	250	125	2/17 to 4/17 03Months	375
14	Dharam Veer	125	250	125	2/17 to 4/17 03Months	375
15	Madan Mohan	125	250	125	2/17 to 4/17 03Months	375
		450	650	200	Sept. 17	200
16	Manoj kr. Jha	325	650	325	2/17 to 4/17 03Months	975
17	Mukesh kr. Sharma	125	250	125	2/17 to 4/17 03Months	375
18	Pradeep kr.(Emp-99572579)	125	250	125	2/17 to 4/17 03Months	375

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19	Prince Chiller	125	250	125	2/17 to 4/17 03Months	375
20	Priyanka	125	250	125	2/17 to 4/17 03Months	375
21	Ravi Kumar	125	250	125	2/17 to 4/17 03Months	375
22	Ravinder Kr 96022621	125	250	125	2/17 to 4/17 03Months	375
23	Renu 29320112	125	250	125	2/17 to 4/17 03Months	375
24	Ritesh Kumar	125	250	125	2/17 to 4/17 03Months	375
		450	650	200	Sep. 2017	200
25	Sachin Kr	125	250	125	2/17 to 4/17 03Months	375
26	Sandeep 67491127	125	250	125	2/17 to 4/17 03Months	375
27	Sansar Singh	125	250	125	2/17 to 4/17 03Months	375
28	Shamim	125	250	125	2/17 to 4/17 03Months	375
29	Shilpi	125	250	125	2/17 to 4/17 03Months	375
30	Surender 91271340	125	250	125	2/17 to 4/17 03Months	375
31	Swatantra Yadav	125	250	125	2/17 to 4/17 03Months	375
32	Vikas Chauhan	325	650	325	2/17 to 4/17 03Months	975
33	Vinod Kr.14888588	125	250	125	2/17 to 4/17 03Months	375
34	Virender Singh Solanki	125	250	125	2/17 to 4/17 03Months	375
35	Manisha Gautam	125	250	125	2/17 to 4/17 03Months	375
36	Pram Das	125	250	125	2/17 to 4/17 03Months	375
Total						16500

Steno/P.A

Sl. No.	Name & Designation (Sh./Smt./Ms.)	Existing rate of Contribution	Revised rate of contribution	Difference to be deducted	Period	Amt to be recd.
1	Ashok kumar	325	650	325	2/17 to 4/17 03Months	975
2	Bhawna Karan	325	650	325	2/17 to 4/17 03Months	975
3	Vikas Bhardwaj	325	650	325	2/17 to 4/17 03Months	975

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4	Jyoti Gulati	325	650	325	2/17 to 4/17 03Months	975
5	Kamaljeet Kaur	325	650	325	2/17 to 4/17 03Months	975
6	Ravinder Kaur	325	650	325	2/17 to 4/17 03Months	975
7	Sanjay	325	650	325	2/17 to 4/17 03Months	975
8	Sucha Singh	325	650	325	2/17 to 4/17 03Months	975
9	Naveen Sharma	325	650	325	2/17 to 4/17 03Months	975
10	Reena Sehgal	325	650	325	2/17 to 4/17 03Months	975
11	Santosh Chhabra	325	650	325	2/17 to 4/17 03Months	975
12	Yukti Rohilla	325	650	325	2/17 to 4/17 03Months	975
13	Sunita Bhatia	325	650	325	2/17 to 4/17 03Months	975
14	Bharat Bhushan	325	650	325	2/17 to 4/17 03Months	975
15	Nitima Kapoor	325	650	325	2/17 to 4/17 03Months	975
16	Kuldeep Singh Rawat	325	650	325	2/17 to 4/17 03Months	975
17	Rajeev Bisht	325	650	325	2/17 to 4/17 03Months	975
18	Pradeep Singh Bisht	325	650	325	2/17 to 4/17 03Months	975
19	Satyaprakash Sharma	325	650	325	2/17 to 4/17 03Months	975
20	Sunita Dua	325	650	325	2/17 to 4/17 03Months	975
21	Pramod Dahiya	325	650	325	2/17 to 4/17 03Months	975
22	Bhawna Chawla	325	650	325	2/17 to 4/17 03Months	975
23	Diwakar Singh	325	650	325	2/17 to 4/17 03Months	975
24	Rajni Parihar	325	650	325	2/17 to 4/17 03Months	975
25	Sucheta Rani	325	650	325	2/17 to 4/17 03Months	975
26	Sushil Kumar	325	650	325	2/17 to 4/17 03Months	975
27	Varun Gupta	325	650	325	2/17 to 4/17 03Months	975
28	Azahrudin	325	650	325	2/17 to 4/17 03Months	975

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29	Bharat Kumar	325	650	325	2/17 to 4/17 03Months	975
30	Jyotsna Yadav	325	650	325	2/17 to 4/17 03Months	975
31	Naveen kumar	325	650	325	2/17 to 4/17 03Months	975
32	Praveen kumar	325	650	325	2/17 to 4/17 03Months	975
33	Pinki	325	650	325	2/17 to 4/17 03Months	975
34	Priti	325	650	325	2/17 to 4/17 03Months	975
35	Reena Kumari(Emp- 45426461)	325	650	325	2/17 to 4/17 03Months	975
36	Rubeena	325	650	325	2/17 to 4/17 03Months	975
37	Manju Sharma	325	650	325	2/17 to 4/17 03Months	975
38	Bharat Khorwal	325	650	325	2/17 to 4/17 03Months	975
39	Bijender Singh	325	650	325	2/17 to 4/17 03Months	975
40	Deepa	325	650	325	2/17 to 4/17 03Months	975
41	Pallavi Verma	325	650	325	2/17 to 4/17 03Months	975
42	Ravi Kumar	325	650	325	2/17 to 4/17 03Months	975
43	Sanny Kumar	325	650	325	2/17 to 4/17 03Months	975
44	Mukesh	325	650	325	2/17 to 4/17 03Months	975
45	Gian Bahadur	325	650	325	2/17 to 4/17 03Months	975
46	Sunita Kumar	325	650	325	2/17 to 4/17 03Months	975
Total						44850

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Sl. No.	Name & Designation (Sh./Smt./Ms.)	Existing rate of Contribution	Revised rate of contribution	Difference to be deducted	Period	Amt to be recd.
1	Shobhan Singh	325	650	325	2/17 to 4/17 03Months	975
2	Mona Madan	325	650	325	2/17 to 4/17 03Months	975
3	Vandana Wadhwa	325	650	325	2/17 to 4/17 03Months	975

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4	Anil kumar	325	650	325	2/17 to 4/17 03Months	975
5	Dhanesh kumar	325	650	325	2/17 to 4/17 03Months	975
6	Inderjeet	325	650	325	2/17 to 4/17 03Months	975
7	Manish Sharma	325	650	325	2/17 to 4/17 03Months	975
8	Vijay kumar	325	650	325	2/17 to 4/17 03Months	13975
9	Romanur Ekka	325	650	325	2/17 to 4/17 03Months	975
10	Rakesh kumar	325	650	325	2/17 to 4/17 03Months	975
11	Manoj	325	650	325	2/17 to 4/17 03Months	975
12	Rajesh	325	650	325	2/17 to 4/17 03Months	975
13	Vinod Manjhi	325	650	325	2/17 to 4/17 03Months	975
14	Renu Bhugra	325	650	325	2/17 to 4/17 03Months	975
15	Shubhash Chandra	325	650	325	2/17 to 4/17 03Months	975
16	Baswanand	325	650	325	2/17 to 4/17 03Months	975
17	Raj Kumar Tanwar	325	650	325	2/17 to 4/17 03Months	975
18	Shashi Dhingra	325	650	325	2/17 to 4/17 03Months	975
19	Shailja Malhotra	325	650	325	2/17 to 4/17 03Months	975
20	Anup Chawla	325	650	325	2/17 to 4/17 03Months	975
21	Rakesh kumar	325	650	325	2/17 to 4/17 03Months	975
22	Roshan kumar	325	650	325	2/17 to 4/17 03Months	975
23	Ashwani kumar	325	650	325	2/17 to 4/17 03Months	975
24	Pradeep kr. Arora	325	650	325	2/17 to 4/17 03Months	975
25	Tripta Dewan	500	1000	500	2/17 to 4/17 03Months	1500
26	Naveen kumar	325	650	325	2/17 to 4/17 03Months	975
27	Mukut chandra	125	250	125	2/17 to 4/17 03Months	375
28	Balraj	325	650	325	2/17 to 4/17 03Months	975


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29	Pratibha Bhati	325	650	325	2/17 to 4/17 03Months	975
30	Raj kumar s/o kirpa ram	325	650	325	2/17 to 4/17 03Months	975
31	Shankar Shambhu	325	650	325	2/17 to 4/17 03Months	975
Total						30150

Judges and Peon

Sl. No.	Name & Designation (Sh./Smt./Ms.)	Existing rate of Contribution	Revised rate of contribution	Difference to be deducted	Period	Amt to be recd.
1	Rakesh Kumar - IV	500	1000	500	2/17 to 4/17 03Months	1500
2	Smita Garg	500	1000	500	2/17 to 4/17 03Months	1500
3	Jagdish Kumar	500	1000	500	2/17 to 4/17 03Months	1500
4	Kaveri Baweja	500	1000	500	2/17 to 4/17 03Months	1500
5	Sanjay kumar	500	1000	500	2/17 to 4/17 03Months	1500
6	Navita Kumari	500	1000	500	2/17 to 4/17 03Months	1500
7	Kuldeep Narayan	500	1000	500	2/17 to 4/17 03Months	1500
8	Manish Yaduvanshi	500	1000	500	2/17 to 4/17 03Months	1500
9	Rakesh Kumar- Ist	500	1000	500	2/17 to 4/17 03Months	1500
10	Anuradha Bhardwaj	500	1000	500	2/17 to 4/17 03Months	1500
11	Santosh Snehi Mann	500	1000	500	2/17 to 4/17 03Months	1500
12	Devender Kumar	500	1000	500	2/17 to 4/17 03Months	1500
13	Shail Jain	500	1000	500	2/17 to 4/17 03Months	1500
14	Anil kumar Sisodia	500	1000	500	2/17 to 4/17 03Months	1500
15	Deepak Sehrawat	500	1000	500	2/17 to 4/17 03Months	1500
16	Mona Tardi Kerketa	500	1000	500	2/17 to 4/17 03Months	1500
17	Deepika Singh	325	650	325	2/17 to 4/17 03Months	975



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18	Ruchi Aggarwal	325	650	325	2/17 to 4/17 03Months	975
19	Sushil kumar	325	650	325	2/17 to 4/17 03Months	975
20	Aakanksha Vyas	325	650	325	2/17 to 4/17 03Months	975
21	Aditi Garg	325	650	325	2/17 to 4/17 03Months	975
22	Ajay kumar Malik	325	650	325	2/17 to 4/17 03Months	975
23	Ajay Singh Sekhawat	500	1000	500	2/17 to 4/17 03Months	1500
24	Atul Krishna	325	650	325	2/17 to 4/17 03Months	975
25	Chander Mohan	325	650	325	2/17 to 4/17 03Months	975
26	Dharmender Singh	325	650	325	2/17 to 4/17 03Months	975
27	Gajender Singh	325	650	325	2/17 to 4/17 03Months	975
28	Jitender Singh	500	1000	500	2/17 to 4/17 03Months	1500
29	Manisha Khurana	325	650	325	2/17 to 4/17 03Months	975
30	Manoj kumar	325	650	325	2/17 to 4/17 03Months	975
31	Meenu Kaushik	325	650	325	2/17 to 4/17 03Months	975
32	Mridul Gupta	325	650	325	2/17 to 4/17 03Months	975
33	Ritu Singh	325	650	325	2/17 to 4/17 03Months	975
34	Ruchika Singla	500	1000	500	2/17 to 4/17 03Months	1500
35	Sandeep Gupta	325	650	325	2/17 to 4/17 03Months	975
36	Shefali Sharma	325	650	325	2/17 to 4/17 03Months	975
37	Swati Singh	325	650	325	2/17 to 4/17 03Months	975
38	Shunali Gupta	500	1000	500	2/17 to 4/17 03Months	1500
39	Mayuri Singh	325	650	325	2/17 to 4/17 03Months	975
40	Harleen	500	1000	500	2/17 to 4/17 03Months	1500
41	Charu Aggarwal	500	1000	500	2/17 to 4/17 03Months	1500
42	Manjusha Wadhwa	500	1000	500	2/17 to 4/17 03Months	1500

43	Pragati	325	650	325	2/17 to 4/17 03Months	975
44	Ramesh Singh Nainwal	125	250	125	2/17 to 4/17 03Months	375
45	Siya Ram Maurya	125	250	125	2/17 to 4/17 03Months	375
46	Sunil kumar s/o Kishan Lal	125	250	125	2/17 to 4/17 03Months	375
47	Manoj kr. Sharma	125	250	125	2/17 to 4/17 03Months	375
48	Dinesh Singh	125	250	125	2/17 to 4/17 03Months	375
49	Hari Narain	125	250	125	2/17 to 4/17 03Months	375
50	Harish s/o Dayaram	125	250	125	2/17 to 4/17 03Months	375
51	Ankur Dutt sharma	125	250	125	2/17 to 4/17 03Months	375
52	Lalit s/o Gangaram	125	250	125	2/17 to 4/17 03Months	375
53	Rajesh Sharma	125	250	125	2/17 to 4/17 03Months	375
54	Mahesh kumar	125	250	125	2/17 to 4/17 03Months	375
55	Shiv Narayan	125	250	125	2/17 to 4/17 03Months	375
56	Anil kr. Nigam	125	250	125	2/17 to 4/17 03Months	375
57	Jai prakash thakur	125	250	125	2/17 to 4/17 03Months	375
58	Jitender kumar	125	250	125	2/17 to 4/17 03Months	375
59	Rajender Singh	125	250	125	2/17 to 4/17 03Months	375
60	Ramakant Rai	125	250	125	2/17 to 4/17 03Months	375
61	Sudhir kumar	125	250	125	2/17 to 4/17 03Months	375
62	Beerpal Singh	125	250	125	2/17 to 4/17 03Months	375
63	Navneet kaushik	125	250	125	2/17 to 4/17 03Months	375
64	Vikram	125	250	125	2/17 to 4/17 03Months	375
65	Santosh kr. Jha	125	250	125	2/17 to 4/17 03Months	375
66	Jaspal s/o Baldev Singh	125	250	125	2/17 to 4/17 03Months	375
67	Brajesh Mishra	125	250	125	2/17 to 4/17 03Months	375

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68	Rajan Mahto	125	250	125	2/17 to 4/17 03Months	375
69	Kishor Singh	125	250	125	2/17 to 4/17 03Months	375
70	Bhaiya Lal	125	250	125	2/17 to 4/17 03Months	375
71	Naveen kumar	125	250	125	2/17 to 4/17 03Months	375
72	Shiva Kant	125	250	125	2/17 to 7/17 06Months	750
Total						65250

Sm.