

**GOVERNMENT OF TELANGANA
MUNICIPAL ADMINISTRATION DEPARTMENT**

Office of the
Commissioner & Director of
Municipal Administration
Telangana, Hyderabad.

CIRCULAR

No.CDMA-H2/ELPL/MAAR/8/2017-MAARC SEC-CDMA-Part(2),

Dt: 29/08/2017

Sub: C&DMA – ULBs - Improving Financial discipline in ULBs (72)
– Appointment of Institute of Public Auditors of India for third
party process audit – Advances– Instructions Issued – Reg.

Ref: Report of the Study of Business Process in certain ULBs
conducted by Institute of Public Auditors of India (IPAI), Hyd.

In view of the report of the Study of the Business Process in the ULBs conducted by the Institute of Public Auditors of India, Hyderabad, it is brought to notice that the Advances paid for execution of works / purchase of office requirements, to the concerned employees are not adjusted since long period.

2. It is therefore instructed that advances paid shall be adjusted with in the stipulated period i.e. within 15 days and long pending advances shall be adjusted immediately and compliance report sent to this office within 15 days from the date of receipt of this circular. Failure to adjustment of advances pending , the commissioner shall be responsible and action will be initiated against him as per rules.

**SREEDEVI T K
DIRECTOR OF MPL ADMN**

To
All the Commissioners of the Municipalities in the State

Copy to
The RDMA, Hyderabad and Warangal

Signature valid

Digitally signed by DR T K
SREEDEVI
Date: . . . IST
Reason: Approved