

**GOVERNMENT OF TELANGANA  
MUNICIPAL ADMINISTRATION DEPARTMENT**

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

**MEMO**

**No: CDMA-H2/ELPL/MAAR/5/2017-MAARC SEC-CDMA,  
Dt: 24/09/2017**

**Sub: C&DMA – DEABAS – MAARC – Delay in Cash Remittance – Net problem / Treasury problem – DEABAS to be updated on daily basis – Instructions issued – Reg.**

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**Delay in Cash Remittance:**

It is observed that in certain ULBs, the amounts collected are remitted with delay ranging from 3 to 7 days. The reasons for delay, In DEABAS it is monotonously mentioned as *net problem* or *online problem in Treasury*. But it is to inform that net problem or delay in online problem in Treasury will occur for maximum one or two days but not more than that. The matter was reviewed by the Director of Municipal Administration and the following instructions are issued.

- Any delay in remittance of the collected amount for more than 2 days due to net problem or online problem in Treasury will not be accepted, without valid reasons. Otherwise disciplinary action will be initiated against those found responsible for the delay in Cash remittance. There are more delays in Khagaz nagar Municipality:

**Data Entry in DEABAS:**

- Data Entry in DEABAS should be updated on daily basis. In case of any delay, necessary action will be initiated against Municipal Commissioner and concerned staff.
- The Accounts Personnel are solely responsible for the Data Entry in DEABAS. Where there are no Accountants, it is the responsibility of the Incharge Accountants to get the Data Entry updated in DEABAS with the assistance of Data Entry operators. Finally, it is the responsibility of the Commissioner to get the above work done either through Accountants or through Data Entry Operators. If any training is required to identified persons

the same may be informed to this office to organise the same.  
Any delay in updating the same will not be accepted.

The above instructions should be followed strictly.

**ANURADHA P**  
**ADDITIONAL DIRECTOR**

To  
All the Commissioners of the Municipalities in the State.

Copy to  
RDMA Hyderabad & Warangal.

Signature valid

Digitally signed by P  
ANURADHA  
Date: 2017.09.24 20:53:49 IST  
Reason: Approved