



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL(A&E), ODISHA,  
PURI BRANCH, PURI**

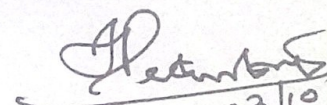
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Dated : 13.10.2017

It has come to the notice of this office that some DA/DAOs handover their 'Login Id' and confidential 'Password', assigned to them for working in iOTMS/WAMIS modules, to the staff/officers of their Divisions while remaining in Hd.Qrs. or during their absence. It has also been observed that cheques are being passed by the DA/DAOs while remaining absent/away from Headquarters i.e. without verification of supporting records. This is viewed seriously.

It may be noted that the confidential 'password' has been assigned to them for performance of functions having direct financial implications. If any DA/DAO proceeds on leave/remain absent from Hd.Qrs. , the fact should be brought to the notice of this office well in advance so that alternate arrangement can be made for the unhindered performance of the above functions. The confidential 'password' should be handed over only to the DA/DAO nominated by this office as substitute.

Any DA/DAO found violating the above instructions will be liable for the consequences arising out of such violation in his<sup>her</sup> Division besides disciplinary action as per rules.

  
13/10/2017  
Dy. Accountant General  
(Works Accounts)