

GOVERNMENT OF ARUNACHAL PRADESH
SECRETARIAT:: PWD:: ITANAGAR

No. SPWD/W-291/LOC/EZ/06-07

Dated Itanagar, the 27th June'07

Sub: Issue of LOCs – Regarding.

In order to have quick and smooth disposal of LOC proposals received in the secretariat PWD (Works) Branch, the following guidelines in addition to the existing guidelines are hereby issued.

1. The Utilization Certificate should be signed by the concerned officers i.e. Executive Engineer, Superintending Engineers and the Chief Engineers in original. No Xerox signature or Sd/- will be accepted.
2. The name of the officer and designation should be clearly typed below the signature.
3. The proposal for the Utilization Certificate should contain the following certification from the Chief Engineer/Senior Finance and Accounts Officer:
 - a. That funds (under Plan or Non-Plan) exists for the LOC proposed;
 - b. Administrative Approval & Expenditure Sanction from the competent authority exist for the scheme;
 - c. That the amount in the LOC proposed is commensurate with the physical progress of the work.

All concerned are requested to adhere to the above guidelines scrupulously.

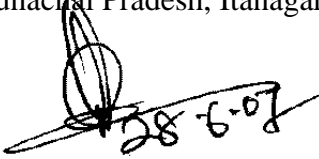
Sd/-
(Otem Dai)
Commissioner (PWD)
Govt. of Arunachal Pradesh
Itanagar

No. SPWD/W-291/LOC/EZ/06-07/1410

Dated Itanagar, the 28th June'07

Copy to:

1. The Chief Engineer, PWD (EZ & WZ), Govt. of Arunachal Pradesh.
2. The Chief Engineer, PWD (D/P & S/I), Govt. of Arunachal Pradesh.
3. All Superintending Engineers under PWD, Arunachal Pradesh, Itanagar.
4. Office copy.


(Takar Riba)
Under Secretary (PWD),
Govt. of Arunachal Pradesh,
Itanagar.

Details of LOC for the month of _____ 200__ in respect of Executive Engineer _____ Division.

Sl	Head of Account	Name of Project / Works	Sanction No.	Budget Grant	LOC already issued	LOC proposed during the month	Amount due in commencement with physical achievement
1	2	3	4	5	6	7	8

Superintending Engineer

Executive Engineer