



**Composite Regional Centre (CRC) for
Skill Development, Rehabilitation & Empowerment
of Persons with Disabilities, Guwahati**



(Under the administrative control of SVNIRTAR, Odisha)
GMCH, Campus, Hostel Road, Bhangagarh, Guwahati-781032
Department of Empowerment of Persons with disabilities (Divyangjan),
Ministry of Social Justice and Empowerment, Government of India.

Website: creguwahati.nic.in Email : creseguwahati@gmail.com

Ref. No.:CRC/GHY/Admn./circular/25-26/103/311

Date:21/05/2025

CIRCULAR

It has been observed from the recent audit query (59 of 2023-24) that the settlement advance (TA advance/LTC/ Advances for Contingent and Miscellaneous purpose) by few officials in the centre was irregular. Therefore, it is hereby notified to all concerned that the advance amount received from the office to be settled or adjusted with bills/voucher/unspent balance as early as possible to account section and to follow the prescribed finance rule for the purpose.

Rule 323 (2) of GFR, 2017 states that the adjustment bill, along with balance if any, shall be submitted by the government servant within fifteen days of the withdrawal of advance, failing which the advance or balance shall be recovered from his next salary(ies).

2. This is issued as per the approval of the competent authority.


Nayan J. Gogoi
AO(consl)

Copy to:

1. Director, SVNIRTAR
2. Accounts
3. All Departments
4. Website