

Document : **System Improvement**
Suggestion Date : 18.07.2019
Implementation Date : 02.08.2019
Implementing Authority Letter : P(R) 659/P/Vol.II dated 02.08.2019. (PBC No.160/2019).
No.
Implementing Authority : PCPO/MAS
Applicable to Department(s) : All PHODs/DRMs/PFA/Personnel Offices etc.
Subject/Title : Unpaid Professional Tax Cheques due to incorrect/ insufficient details of beneficiaries.

Background:

During the Preventive Check by Vigilance in Accounts Offices of two Divisions on the aspect of unpaid cheques (Thrust Area of 2019), it was noticed that huge balance amount in Suspense Account were kept uncleared pertains to Professional Tax deducted from employees in their salary bills. On further investigation, it was observed that the cheques sent to the State Government authorities (Municipality/Panchayat etc,) were returned due to non- availability of details of beneficiary, bank account, IFSC etc. Hence, a system improvement suggested to PCPO to instruct suitably to obtain the relevant details by the Personnel department of all Divisions, who is preparing salary bills, and submit the same to Associate Finance.

Implemented System Improvements:

PCPO/MAS vide letter above, instructed that the monthly Professional Tax deducted from the employees in the pay bill are properly transferred to Associate Accounts with clear details of name, bank account, IFSC etc., to avoid such occurrence of delay.

Benefits:

Due to the above system improvements, the amount recovered towards Professional Tax from the employees will be paid to the concerned State Government authorities in time and also to clear the Suspense Account so as to avoid misappropriation of Railway money.

Remarks if any:

Out of the two Divisions where checks conducted, one Division has cleared all the suspense balance towards Professional Tax by collecting all relevant details from the Municipalities/Panchayat offices.