

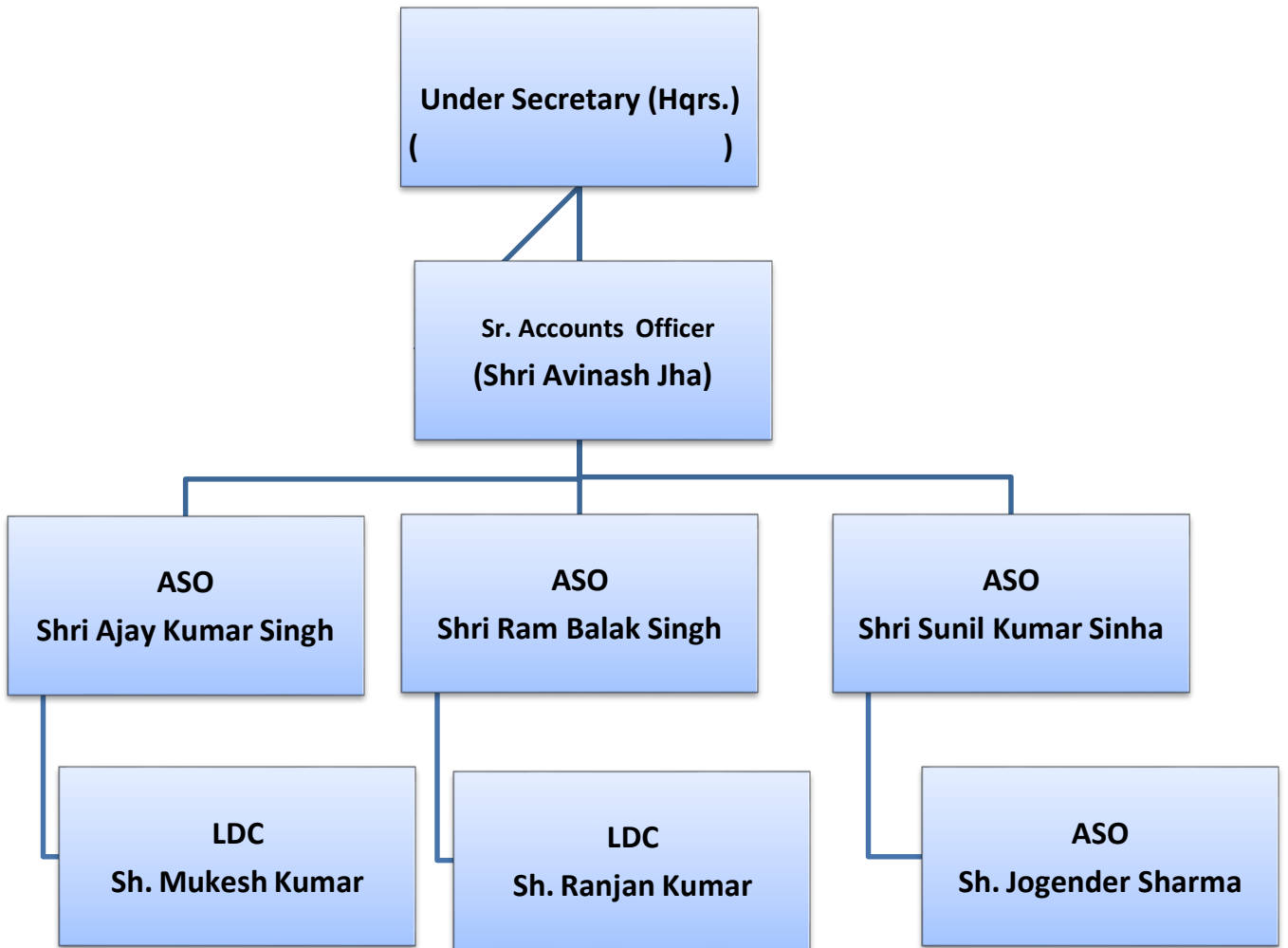
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Accounts Section

Government of India
Ministry of Agriculture & Farmers Welfare
Department of Agriculture, & Farmers Welfare
Directorate of Plant Protection, Quarantine & Storage
NH-IV, Faridabad-121001(Haryana)



Organogram in respect of Administration Wing



**Contact Details of Officers/Officials in the Accounts
Section**

Sl. No.	Name	Designation	Contact No.
1.	Vacant	US(Hqrs.)	0129-2476363
2.	Sh. Avinash Jha	Sr. Accounts Officer	0129-2476338
3.	Shri Ajay Kumar Singh	ASO	-do-
4.	Shri Ram Balak Singh	ASO	-do-
5.	Sh. Sunil Kumar Sinha	ASO	-do-
6.	Sh. Jogender Singh	ASO	-do-
7.	Sh. Mukesh Kumar	LDC	-do-
8.	Sh. Ranjan Kumar	LDC	-do-
8.	Sh. Harish Prasad Baunthiyal	M.T.S.	-do-

WORK ALLOCATED TO ACCOUNTS SECTION

The account section function as DDO for the establishment of Dte. Of PPQS HQ Faridabad. Beside the budget allocation to the 79 DDOs of the various sub-offices of the Directorate. Expenditure monitoring compilation and submission to the DAFW. GPF sanction of Sub- Offices and HQ. Processing of TA/LTC/Medical claims. Salary, TDS etc. HBA and other advance case. Audit matters. Scrutinizing the TA/Medical/LTC/TTA claims of Regional Heads for counter signature of Controlling Officer.

1. DDO and overall in Charge.
2. Dealing budget/Expenditure matters. Supervising all works including the work relating to GPF matters, Audit matters.
3. Salary related work. TDS, HBA/Pension.
4. Cashier, Preparation of bills, Filling of GST/TDS Returns etc.
5. TA/TTA/LTC Matters.
6. Medical cases Bill.