

No. PEC/F&A/Budget Allocation/FY 2025-26/25/3096  
 OFFICE ORDER (OO)

15 July 2025  
 175 JUL 2025

(Mandatory Pre Audit of Cases/Procurements/Expenditure etc from Revenue & Capital Head by Local Audit Department (LAD), Chandigarh Administration, Functioning in PEC, Chandigarh)

1. Office of Examiner, Local Audit Department (LAD), Chandigarh Administration vide their letter No. ELFA/EA/2025/114, dated 27 June 2025 has communicated that Pre Auditing of following Sub Heads, as mentioned in Table A and Table B will have to be done through the LAD, PEC, Chandigarh:-

(a) Sub Heads as mentioned in Table 'A' relating to GIA is to be got Pre Audited from the LAD, PEC, Chandigarh:-

TABLE 'A'	
Head Code	Sub Head
101	Salaries, Wages & Other benefits
102 (a)	Pension Fund
401	Electricity & Power
402	Water charges
403	Telephone & Internet charges
404	Vehicles Running/Hire/Repair Expenses
405	Repair & Maintenance Expenditure
408	Printing & Stationery
409	Advertisement & Publicity
410	Legal Expenses
411	Professional Expenses
412	Conference/Seminar Expenses (Honorarium, TA/DA, Hospitality, Printing & Stationery)
413	Fees & Taxes
414	Registration & Membership Fee
415	Office Expenses
417	New Papers, Books and Periodicals
500	Consumables
550	Scholarship

Contact Nos: 0172-2753055, 0172-2748197 & 9779546536; eMail ID: registrar@pec.edu.in



Head Code	Sub Head
600	Equipments
800	Capital Works

(b) Sub Heads as mentioned in Table 'B' relating to GIA is to be got Pre Audited from the LAD, PEC, Chandigarh

TABLE 'B'	
Head Code	Sub Head
100	(Salaries)
101 (a)	Salaries for Contract faculty
102	Pension Benefits (PEC employee)
105	Arrear for revision of pay scale of staff/CAS
112	LTC facility
100 (A)	Non Salaries
103	Contributory Pension Scheme (Employers contribution)
104	Leave Salary pension contribution (Deputationist)
106	Contribution to Recognized Provident Fund

15/7/25  
(Col RM Joshi)  
Registrar

**Distribution:-**

1. Dy Director.
2. All Deans/HoDs/HoCs.
3. Sr Incharge Library/CEW/CPO/Medical Officer.
4. Asst Controller (F&A)/All ARs.
5. All Suptds & SOs.
6. Account Section/SPA/Billing Section/Dealing Hand TA/DA and Provident Fund/Dealing Hand Medical & Scholarship/O/I Guest House.
7. Section Officer RAS.
8. Head Computer Centre - please upload this OO on the Institute Web Portal.
9. PA to Director - for information of the Director please.
10. PA to Registrar.

Registrar