



**ALL INDIA CIVIL ACCOUNTS OFFICERS**  
**(Senior Accounts Officers and Pay & Accounts Officers) ASSOCIATION**  
**(Recognised by Govt. of India as per CCS (RSA) Rules, 1993 vide O/o CGA, Min. of Finance's letter No. 23003/1/2020-NGE-CGA /270 dated: 29th August, 2022)**  
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**Finance Secretary**  
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**Asstt. Finance Secretary**  
**Rajesh Kumar Sharma**

**Asst. Secy. Generals**

**Subhasish Deb Roy**

**P. Mahesh Kumar**

**Subhash Chander**

**Biswajit Mondal**

**Satyabrata Mishra**

**Jitender Singh**

**Geetanjali**

**Asha Pal**

**Rekha Dahiya**

**Sumitra Goganio**

**Ajay Sood**

**Santosh Kumar**

**Kumar Ashish**

**Uttam Biswas**

**Ashok S Tripathi**

**Rajeev Kumar**

**Auditor**

**Rahul Butola**

No. AICAOA/NEC Meeting/2024-25/138

Date: 28.10.2024

**MINUTES OF NEC MEETING**

An online meeting of the "National Executive Committee" of AICAOA was held on 27<sup>th</sup> October' 2024 at 3:30 PM on Google Meet. Agenda points and decisions of NEC are as follows :

**Agenda 1: To Brief NEC Members about discussion with the O/o CGA during meeting on 24.10.2024.**

**Deliberations/Decisions of NEC:**

All the present NEC Members were briefed about the discussions held with O/o CGA at New Delhi on 24.10.2024. After a detailed deliberations, NEC members expressed appreciation for the warm welcome extended by O/o CGA and welcomed many decisions taken by O/o CGA during the meeting in the interest of cadre on the request of AICAOA.

**Agenda 2: Deliberations for Preparedness of 2<sup>nd</sup> General Body Meeting:**

**Deliberations/Decisions of NEC:**

After due deliberations, following decisions were taken unanimously :

**(a) Event Setup and Catering Committee:** An Event Setup and Catering Committee was formed to look after the décor, seating, audio-visual equipment & lighting and catering, including menu selection, food preparation and ensure seamless flow between the stage activities and food service areas for visiting members on 14.11.2024. The following members accepted the responsibilities voluntarily and NEC approved the same :

1. Ms. Anita Rawat, Vice-President (Acting President)
2. Ms. Sreemati Bhowmik, Addl. Secretary General
3. Shri Santosh Kumar, Asstt. Secretary General
4. Shri Rajeev Kumar, Asstt. Secretary General
5. Shri Kumar Ashish, Asstt. Secretary General
6. Shri Rajesh Sharma, Asstt. Finance Secretary

**(b) Procurement Committee:** A Purchase Committee was formed to procure necessary items and vendor liaison for Stationery Items, Badge, Memento, Flowers to décor, Vehicle on rent etc. Members of committee are as below:

1. Shri Subhash Chand, Finance Secretary
2. Shri Subhasish Dev Roy, Asstt. Secretary General
3. Shri Kumar Ashish, Asstt. Secretary General
4. Ms. Asha Pal, Asstt. Secretary General
5. Ms. Sumitra Goganio, Asstt. Secretary General
6. Shri Santosh Kumar, Asstt. Secretary General
7. Shri Rajeev Kumar, Asstt. Secretary General

**(c) Chief Guest Co-ordination Committee:** During last NEC Meeting on 16.10.2024, it was decided unanimously by NEC of AICAOA to invite Controller General of Accounts as Chief Guest. NEC, AICAOA has invited and requested CGA Sir to honour AICAOA with his grace presence as Chief Guest on the occasion of 2<sup>nd</sup> General Body Meeting of AICAOA on 14<sup>th</sup> November' 2024. CGA Sir has accepted the invitation. Confirmation is awaited. As such, a committee has been formed to ensure the presence of Chief Guest and maintaining protocols, etiquette and formalities associated with hosting the Chief Guest. Following members have been nominated by AICAOA to carry out the responsibilities:

1. Ms. Rekha Dahiya, Asstt. Secretary General
2. Ms. Geetanjali, Asstt. Secretary General
3. Ms. Sumitra Goganio, Asstt. Secretary General
4. Ms. Sreemati Bhowmik, Addl. Secretary General
5. Shri Rahul Butola, Auditor

**(d) Following decisions were also taken during the meeting:**

- (i) Serving Members/ Retired Members will be promoted to attend GBM in mass and make it a grand success. A Google Excel sheet will be shared in AICAOA Whatsapp Group and members will be asked to fill this form so that catering arrangements could be made accordingly.
- (ii) Invitation will be sent to representatives of All India Civil Accounts Pay & Accounts Officers Association as well as All India Civil Accounts Gr. B Gazetted (AAO) Association for their graceful participation in 2<sup>nd</sup> GBM of AICAOA.
- (iii) General willing members will be promoted to spare some time and shoulder some responsibilities with NEC Members so that GBM could be conducted successfully.
- (iv) NEC Meetings will be carried out as and when required. However, review meeting will be done on every Saturday compulsorily till GBM.
- (v) Maximum 3 delegates from Hqrs. of each working Zonal Branches, 2 delegates from State capitals of working Zonal Branches and 1 delegate from rest of any station in working Zonal Branches are invited to attend GBM. Standard TA/DA rates of AICAOA (Attached as Annexure 'A') will be allowed to attending delegates of working Zonal Branches.
- (vi) It was also decided that General members (outside Delhi), from the stations/ zones where Zonal Branch has not been formed; may also attend GBM and TA/DA will be allowed if he is willing to work as delegate of his Zone.

The meeting was attended by the following members:

1. Ms. Anita Rawat, Vice-President
2. Shri Kaushal Mishra, Secretary General
3. Ms. Sreemati Bhowmik, Addl. Secretary General
4. Shri Subhash Chand, Finance Secretary
5. Shri Rajeev Kumar, Jt. Secretary General
6. Shri Avinash Kumar, Jt. Secretary General
7. Shri Subhashish Dev Roy, Asstt. Secretary General
8. Shri Mahesh Kumar, Asstt. Secretary General
9. Ms. Rekha Dahiya, Asstt. Secretary General
10. Ms. Geetanjali, Asstt. Secretary General
11. Shri Jitender Singh, Asstt. Secretary General
12. Shri Subhash Chander, Asstt. Secretary General
13. Shri Biswajit Mondal, Asstt. Secretary General
14. Shri Satyabrata Mishra, Asstt. Secretary General
15. Ms. Sumitra Goganio, Asstt. Secretary General
16. Ms. Asha Pal, Asstt. Secretary General
17. Shri Kumar Ashish, Asstt. Secretary General
18. Shri Santosh Kumar, Asstt. Secretary General
19. Shri Rajeev Kumar, Asstt. Secretary General
20. Shri Rajesh Kumar Sharma, Asstt. Finance Secretary

Meeting ended with Vote of Thanks.

(Kaushal Mishra)  
Secretary General (AICAOA)

**Guidelines on Reimbursement of Travel Expenses to the delegates for attending GBM on 14<sup>th</sup> November' 2024.**

1. Reimbursement facility is only for AICAOA subscribing members who are participating in GBM as delegates representing Zonal Branches.
2. Reimbursement will be restricted to AC 3 Tier for both ways (To and Fro) to the eligible Zonal delegates of AICAOA coming from outside Delhi.
3. Tatkal Charges incurred, if any, will also be reimbursed.
4. Air Travel will be restricted to 2<sup>nd</sup> AC fares.
5. Reimbursement, if travelled by own Car will be restricted to AC 3 Tier Fare. If the actual claim is less than the eligible claim, the least of the two will be allowed.
6. Copies of Ticket are mandatory to be enclosed.
7. Decision of NEC of AICAOA is final in settlement of these claims.
8. Other Entitlements :

Sl. No.	Head of Exp.	Entitlements	Remarks
1.	Resi. To Station	Actual or Rs. 500/- whichever is less for one side	Bill/ Voucher/ Self Declaration
2.	Station to Station	3 <sup>rd</sup> AC Fare	Ticket Necessary
3.	Food Charges	Actual or Rs. 500/- whichever is less	Bill/ Voucher/ Self Declaration
4.	Hotel/ Guest House (Members are requested to stay in Govt. Guest House to keep stay economic)	Actual of Rs. 1500/- (including GST) whichever is less	Bill Required necessarily
5.	Daily Charges for commu. within city	Actual or Rs. 250/- whichever is less	Bill/ Voucher/ Self Declaration



(Kaushal Mishra)  
Secretary General (AICAOA)