



केन्द्रीय विद्यालय संगठन (मु0)
Kendriya Vidyalaya Sangathan (HQ)
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग,
18, Institutional Area, SJS Marg
नई दिल्ली/ New Delhi - 110016
फोन नंबर 011-26521841
फैक्स नंबर 011-26514179
E-mail:- kvsdcfinance@gmail.com

F. No. 110240/4/2014/KVS/ HQ/Budget/PF-1/64-93

Date: - 06th August, 2015

To,
The Deputy Commissioner,
Kendriya Vidyalaya Sangathan,
All Regional Offices.

Sub: - Fee collection through Bank (Union Bank of India) – 100% automation - reg.

Madam/ Sir,

It is a matter of appreciation that fee of Rs 195.32 Crores has been collected in the fourth phase from almost 10.30 lakh students. Fee is fully exempted from approximately 1.14 lakh students and thus target of quarterly collection stand achieved to the tune of 96%.

It has already been announced in the DCs Conference that 100% automation target is to be achieved from 1st October, 2015. Following remaining components/areas are to be automated to achieve target of 100% automation by 31st December, 2015.

1. Fee to be collected at the time of admission
2. Re admission
3. Arrears of previous quarter
4. Advance fee
5. Issuance of Transfer Certificate.

In order to familiarize officials of all KVs, a brief orientation program has been scheduled in third and fourth week of August, 2015 as per schedule annexed to discuss procedural aspects of the areas to be automated and other miscellaneous aspects to achieve 100% automation. The session will be completely interactive.

Two officials (per shift) from all the KVs (one principal/Vice principal, one teacher who is in-charge of fee collection program) may please be deputed to attend program. Also the Nodal Officer, Finance officer and two official dealing with fee collection in Regional office may also be nominated to attend the orientation program.

The venue of training should have capacity to accommodate official invited at that place in **one slot (approximately four hours)** and facility of projector along with internet connectivity. The venue to be decided and communicated by the respective Regional office to all officials of the Region to whom training is to be imparted. The date and timing of orientation program is annexed herewith for your reference.

For any query, please forward E-Mail at kvsdcfinance@gmail.com.

Yours faithfully,

(Rajesh Yadav)

Deputy Commissioner (Fin.)

Copy to: -

1. PS to Commissioner for information.
2. PS to Addl. Commissioner (Admn.) for information.
3. Deputy Commissioner (Acad)/ EDP with a request to upload on KVS Website under the head "Announcement".

Deputy Commissioner (Fin.)

Training program

Date	Venue	Region	Time slot
17.08.2015	Guwahati	Tinsukia, Silchar and Guwahati	02:30 – 06:30 PM
18.08.2015	Kolkata	Kolkata & Bhubaneswar	02:00 – 06:00 PM
19.08.2015	Ranchi	Patna & Ranchi	10:00 – 02:00 PM
20.08.2015	Allahabad	Lucknow & Varanasi	09:30 – 01:30 PM
21.08.2015	Jabalpur	Raipur, Jabalpur & Bhopal	08:00 – 12:00 PM
24.08.2015	Jaipur	Jaipur & Agra	12:00 – 04:00 PM
26.08.2015	Delhi	Delhi & Gurgaon	10:00 – 02:00 PM
28.08.2015	Chandigarh	Chandigarh, Jammu & Dehradun	12:00 – 04:00 PM
03.09.2015	Chennai	Chennai & Ernakulam	10:30 – 02:30 PM
04.09.2015	Hyderabad	Bangalore & Hyderabad	10:00 – 02:00 PM
05.09.2015	Mumbai	Mumbai & Ahmedabad	10:00 – 02:00 PM



(Rajesh Yadav)
Deputy Commissioner (Finance)