

Works Accounts: (What we do)

1. Section receives Monthly compiled accounts in respect of :-
 - 34 – PWD (Roads) Department
 - 4 – PWD (Roads) National Highway Department
 - 6 – PWD (Buildings) Department
 - 30 – PHE Department
 - 14 – Water Resources Department
 - 1 – Urban Affairs Department
 - 1 – Estate Officer (GAD) Department
 - 1 – DHS (Engg Wing) Department
2. Accounts compiled accounts are checked as per the provisions contained in Chapter 8 & 9 of C & A.G's MSO (A&E) Vol. I and instructions received from time to time.
3. Accounts are compiled in Computer system in VLC and monthly classified abstract, consolidated abstract prepared.
4. Amount of Expenditure and Receipts under Part-I, Part-II and Part-III are included in the monthly Civil Accounts.
5. Receipts Schedules viz. GPF, Loan, Income Tax etc. are detached and sent to respective entitlement Sections.
6. Vouchers are indexed and sent to the Office of the Pr. Accountant General (Audit) Meghalaya, Shillong.
7. Broad-Sheets of 8782- 102- (i) Remittances into Treasury, 8782-(ii) Cheques , (iii) 8443- Works Deposits.
8. Reconciliation of Receipts and Expenditure are carried out with controlling officers viz. (1) The C.E. PWD (Roads) (2) The C.E. PWD (Roads) N.H. (3) The C.E. PWD (Buildings) (4) The C.E. PHE (5) The C.E. Water Resources (6) The Director of Health Services (Engg. Wing) (7) The Estate Officer (GAD) (8) The Director of Urban Affairs Govt. of Meghalaya, Shillong.
Compiled Accounts receive from 91 Works Divisions in Meghalaya functioning under eight departments of the State Government. Each Division under these departments maintains initial and subsidiary accounts and renders compiled accounts to the Office of the Principal Accountant General (A&E), Meghalaya every month for incorporation into the State's Monthly Civil Accounts (MCA) for submission to the Finance Department of the State Government.