

Tripura State Legal Services Authority
East Bank of Melarmath Dighi,
Agartala , Tripura : 799 001
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No.F.1(10)-LAW/TLSA/AGT/ESTT/08/556-83 Dated, Agartala, the 5th March, 2010

It has come to the notice of the Tripura State Legal Services Authority (TSLSA) that a few expenses incurred in connection with various legal services activities are being paid to the concerned Person(s) / Organisation(s) either in Cash or by Bearer Cheque, which is not at all a correct procedure to be followed by the District Authorities or Sub-Divisional Committees.

Moreover, preparation of Bill(s) directly in the name of the Proprietor, Owner, Partner, Agent, etc., instead of the concerned Firm, Organisation, Society, Agency, etc., and making payment thereof in accordance therewith also cannot be said to be a healthy practice within the meaning of the financial discipline.

Both these undesirable practices should, therefore, be avoided immediately.

In this context, it is hereby made clear that **henceforth all sorts of payments except Office Contingency shall be made only by Account Payee Cheque, and in no case, by any other mode.**

This may kindly be strictly adhered to by all concerned.

Sd/- 05.03.10
(S. C. Das)
Member-Secretary,
Tripura State Legal Services Authority,
Tripura, Agartala.

To

1. The Chairman / Member-Secretary,
District Legal Services Authority,
West / South / North Tripura District; and
2. The Chairman / Member-Secretary,
Sub-Divisional Legal Services Committee,
Sadar / Bishalgarhy / Khowai / Sonamura /
Udaipur / Belonia / Amarpur / Sabroom /
Kailashahar / Dharmanagar / Kamalpur.