

MOST URGENT CIRCULAR

TIB

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DDP/I/PM/03/Vol-V

Dated: 02.03.2015

To

ALL AO GE's/AGE(I)'s/CCE's

Subject: DAILY BOOKING OF CLASS-IV VRS BY AO GE'S/AGE(I)'S/CCE/ACTIONABLE POINT No. 6
 ON ACCOUNTS AND BUDGET PRESENTATION MADE ON 14.1.2014 TO CGDA.

It has been directed by HQRs office vide Circular no. 118 of 02.2015 dated 27.02.2015 (uploaded in the CGDA's website) to run a pilot Project for Daily Compilation of Expenditure in the month of March 2015.

In view of the above, all the AO GE's/AGE(I)'s/CCE's are hereby instructed to prepare daily Punching Medium daily basis with effect from 02.03.2015 and immediately submit to DDP/EDP cell by Fax/E-mail.

All the GPF Credit Schedule (Pay Bill month Feb 2015) may please be furnished along with the PM prepared up to 02.03.2015. Further, it is once again advised that if any urgent GPF withdrawal paid (by latest 10th March 2015) GPF Schedule and PM should invariably sent through Email/Fax to DDP cell as well as CDA (Funds) Meerut. No schedules (CREDIT/DEBIT) will be excepted beyond 10th March 2015.

Please acknowledge Receipt.

sd/

(A.P.CHETIA)
Asstt. Controller

Copy to:

1. The O i/c
EDP cell
2. The O i/c
E-I/A/Cs-Section

With a request to upload in the CDA Guwahati website.

For information with reference to above.

A.P. Chetia

(A.P.CHETIA)
Asstt. Controller