

Mail/FAX/Post Ordinary

रक्षा लेखा नियंत्रक, कार्यालय, गुवाहाटी, उदयन विहार, नारंगी, गुवाहाटी-781171  
OFFICE OF THE CONTROLLER OF DEFENCE ACCOOUNTS,  
UDAYAN VIHAR, NARANGI, GUWAHATI-781171

दूर/Tel. 0361-2640394/2641142

फैक्स/Fax-0361-2640204/2640810

No.E/I/404/Target/Report/Vol-I

Dated: 30/06/2015

To

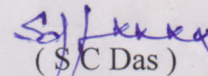
All the AO GEs/AGE(I)s/CCEs (Army & AF) and AAO, BSOs

C/O 99 APO

Subject :- Target report on Rent & allied charges and CP Vouchers.

1. As per directions of the Competent Authority, target for this FY 2015-16 on Rent & Allied charges has been fixed for all AO GEs/AGEs/BSOs based on the total unrecovered outstanding amount of Rent & Allied charges as per ARMES report for the FY 2015-16.
2. Similarly, from this year onwards, target on adjustment of CPs/Pis/PBDs vouchers have also been fixed for all the AO GEs/AGEs/CCEs. It is intimated that all the CPs/Pis/PBDs vouchers received during the FY 2015-16 (including outstanding un-adjusted amount as on 31/03/2015) is the target for all the AOIs to be cleared before 31/03/2016. There shall be no outstanding un-adjusted amount as on 31/03/2016. Based on the information available in this Office, a list of outstanding unadjusted CPs/Pis/PBDs vouchers on **CP vouchers** are forwarded herewith at Annexure A. It is requested to verify from your records and if any discrepancies noticed, the same may please be intimated for necessary correction please.
3. In view of the above, all officers concerned are directed to take necessary action to clear the target fixed for the year 2015-16 and a quarterly report for both the information (as per format enclosed as per Appendix-'A') is required to be submitted to E-1 Section, MO, CDA Guwahati latest by 1st of the following month of every Quarter ending through FAX/email/by hand only.

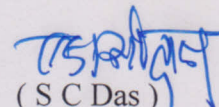
Encls : As above.

  
( S C Das )  
Sr AO (E-1)

Copy to :-

The Officer-in-charge,  
EDP Section  
CDA Guwahati (Local)

- with a request to upload the memo in our official website.

  
( S C Das )  
Sr AO (E-1)