

No. A/III/12157/ECS/COMM-X
Office of the C.G.D.A
Ulan Batar Road , Palam
Delhi Cantt-110010
Dt 30 -09-2015

To


All PCsDA/CsDA
PCoA (Fys), Kolkata
ZO (DPD), Chennai
AO (DAD) , MoD (Civil)
AN Section (Local)

Sub: - Implementation of CMP in Defence Accounts Department

Please refer to HQrs Office circular letter No A/III/12157/ECS/COMM-VI dt 11-02-2015 introducing a revised format on monthly e-payment report.

2. While analyzing the reports received from the field Controllers, it has been observed that certain additional information may help for better examination and understanding of the subject. The additional information may please be provided in the enclosed Annexure 'B'.
3. It is, therefore, requested that e-payment report from the month of Nov, 2015 may please be submitted in the Annexure 'A' & 'B' (copies enclosed) so as to reach HQrs Office by 10th of the following month.

This issues with the approval of Addl CGDA (SKK).


ACGDA (A&B)

Monthly Report on e-payments implementation by DAD

Office of the PCDA/CDA.....

Month

Broad categories under which payments are being authorized	Total payments made during the month	Total payments made during the month by issue of cheques			Total payments made through different modes like ECS (T+3) days, EFT/NEFT/RTGS, CBS, direct method (T+1) etc.		Total payments made through CMP	Remarks
		No. of Imprest Holders	Amount Rs.	No. of cheques	Amount	No. of Cheques		
1	2 (3+4+5)	3			4		5	6
Placements of funds to the Units/formations on Cash Requisitions [e.g. PAO's Advance (018/65), Imprest Holder's Advance (018/60), Permanent Imprest (020/98) and Imprest Advances of other nature]		No. of Imprest Holders	Amount Rs.	No. of cheques	Amount	No. of Cheques		
Payment of Pay and Allowances and personal claims of Service Personnel/ Defence Civilians/ Civilian etc. in Public Fund Account of the Units/ formations or otherwise.		No. of Units/ formations	Amount Rs.		Amount			
Payment of Pay and Allowances and personal claims of the DAD employees and IFA's			Amount Rs.		Amount			
Payment to vendors/ contractors/ suppliers		No. of Contractors/ Suppliers	Amount Rs.		Amount			
Pension payments by the DPDO's		No. of pensioners	Amount Rs.		Amount			
Any other payment not covered above.		No. of payments	Amount Rs.		Amount			
Total								

PCDA/CDA has seen.

Details of payments made through Cheques during the month

Particulars of the PCDA/CSA

SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Particulars of the Units/Formations in respect of which paper cheques issued	Imprest Account No of the Imprest Holders in which accounts payment was authorised by issue of cheques		Nature of payment	Reasons for the payments by cheques
				A/C No	Amount		
1	Placements of funds to the Units/formations on Cash Requisitions [e.g. PAO's Advance (018/65), Imprest Holder's Advance (018/60), Permanent Imprest (020/98) and Imprest Advances of other nature						
SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Particulars of the Units/Formations in whose Public Fund Account Cheques issued	Public Fund Account Number in which payment was authorised by issue of cheques		Nature of payment	Reasons for the payments by cheques
2	Payment of Pay and Allowances and personal claims of Service personnel/Defence civilians/civilian etc in Public Fund Account of the Units/formations or otherwise.			A/C No	Amount		

Details of payments made through Cheques during the month

Particulars of the PCDA/CDA office

SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
3	Payment of Pay and Allowances and personal claims of the of DAD employees			
SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
4	Payment to vendors /contractors/suppliers			
SI No	Nature of transactions	Number of DPDOs authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
5	Pension payments by the DPDOs			
SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
6	Any other payments not covered above			