

कार्यालय, रक्षा लेखा महानियंत्रक  
CONTROLLER GENERAL OF DEFENCE ACCOUNTS  
उलान बटार मार्ग, पालम, दिल्ली छावनी-10  
ULAN BATAR ROAD, PALAM, DELHI CANTT – 10

No. AN/XII/18052/Misc/Vol.XX

Dated: 14<sup>th</sup> Jan 2016

To

✓ All PCsDA/CsDA

(Through CGDA website)

**Subject: Review of Reports and Returns**

After a comprehensive study of the utility of the various reports being submitted by the Field Offices to this section, Competent Authority has decided that the following reports may be continued/ discontinued as per the remarks in column 4 below:

Sr. No	Description of Report & Return	Periodicity	Action
1	2	3	4
1	Monthly Progressive and Expenditure Report of DAD Works	Monthly	May be continued.
2	Report on account of Hiring of Office Accommodation for DPDOs	Quarterly	May be continued.
3	Monthly Perspective Plan Report	Monthly	May be continued as exception report.
4	Occupation/Vacation Report in respect of DAD Residential Accommodation	Half-Yearly	May be discontinued. The same should be regularly uploaded on the website of the organisation

  
(Mustaq Ahmad)  
Sr. ACGDA (AN)

Copy to:

EDP Section (Local): For uploading on CGDA website.

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(N Rajeswari)  
Sr. AO (AN)