

कार्यालय रक्षा लेखा महानियंत्रक, उलान बतार रोड, दिल्ली छावनी-10
**Office of the CGDA, Ulan Batar Road, Palam,
Delhi Cantt-110010**

No. AN/III/3012/Citizen Charter dated 11.04.2018

To

All PCsDA, CsDA, PCA (Fys.).

Subject: Compliance of CIC's decision: Formulation of Citizen's Charter.

**Reference: 1. HQrs. office letter no. AN/III/3053/RTI-TO dated 01.07.2014 and
no. AN/III/3012/Citizen Charter dated 28.06.2017, 11.08.2017.**

**2. HQrs. office letter No. AN/III/3012/Citizen Charter dated
10.10.2017, 01.01.2018 & 16.03.2018.**

Please refer to HQrs. letters cited under reference 1.

It has been observed that the Citizen Charter prepared and uploaded on the websites by the concerned Controller does not include charter of duties in respect of the offices/ sub-offices under their administrative control. Hence, it is requested to update the Citizen Charter accordingly, at the earliest.

In continuation of HQrs. letter no. cited under reference 2, rest of the field offices are requested, whose citizen charter is under preparation/ yet to be prepared to include charter of duties of offices/ sub-offices under their organization before uploading of the same on website.

It is again requested to do the needful expeditiously as the same is pending since long.


(Kavita Garg)
Sr. Dy. CGDA (AN)

Copy to:

IT&S Wing : With a request to upload on CGDA's website.
(Local)


(Kavita Garg)
Sr. Dy. CGDA (AN)