



कार्यालय, रक्षा लेखा महानियंत्रक  
उलन बटार रोड, पालम, दिल्ली छावनी - 110010  
Controller General of Defence Accounts  
Ulan Batar Road, Palam, Delhi Cantt- 110010



AN/XI/11206/e-Suchna/2019

Dated: 28.11.2019

To

All PCsDA/PCA (Fys)/CsDA  
(Through CGDA Website)

**Subject:** Implementation of Project e-Suchna (Paperless Reporting System).

**Reference:** HQrs office circular bearing No. AT-Coord/13002/Misc/e-Suchna dated 16.08.2018(available on CGDA website)

Please refer to this HQrs office circular cited above vide which project e-Suchna has been launched with an objective to introduce paperless reporting system. In order to achieve the above objective the following reports has been configured on the portal:

Sl. No.	NAME OF REPORT	PERIODICITY	DUE DATE
1	2	3	4
1	Review of mechanism to ensure probity among Government servants	Monthly	1 <sup>st</sup> of the following month.
2.	Strengthening of administration-Periodic review of Central Government Employees under Fundamental Rule (FR) 56(j)/(l) and Rule 48 of CCS(Pension)Rules,1972	Monthly	5 <sup>th</sup> of the following month
3.	Periodical review of Performance of Government servant as per the provision of FR 56(j),FR 56(l) and Rule 48(1) of CCS(Pension)Rules,1972	Quarterly	5 <sup>th</sup> of the succeeding month of each quarter ending.
4	Representation of Women	Annual	15 <sup>th</sup> April

	Members on the various Committees/Boards concerned with selection of Posts in Central Government.		of each year
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2. All the Controller offices are requested to furnish the above mentioned reports strictly by date mentioned in column 04 above through e सूचना portal only. It is also requested that the Controllers may personally ensure the correctness of data so that any adverse comments from the higher Authorities may be avoided at belated stage.

3. However, in case of non-receipt of report by due date through e सूचना, the reports will be processed for compilation on the basis of available data presuming non-receipt of report as 'Nil' report.

  
(Rajeev Ranjan Kumar)  
Dy. CGDA (AN)