

**कार्यालय रक्षा लेखा महानियंत्रक/ Office of Controller General of Defence Accounts**

उलान बटार रोड़, पालम, दिल्ली छावनी / Ulan Batar Road, Palam, Delhi Cantt - 110 010.

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LC/3024/Court Case/Misc/LF Bills/HY Report/Vol-II

Dated: 03.04.2018

To

All PCsDA / PCA(Fys) / CsDA / CsFA

Subject : -Half-Yearly Report on payment of Legal Fee Bills in r/o Govt. Counsels.

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Reference :- HQrs Office circulars bearing No. LC/3024/Court Case/Misc/71 dated 18.10.2017 and 20.10.2017

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Reference is invited to the HQrs Circulars dated 18.10.2017 & 20.10.2017 cited above under reference on the subject. The 2<sup>nd</sup> report for HYE 03/2018 is due for submission in the first week of 04/2018.

2. As such, the subject report in respect of your office may be forwarded, preferably through e-mail at "legalcgda.dad@hub.nic.in" so as to reach this office before 10.04.2018 positively. The format for report, as slightly amended, is annexed.

Nil reports are also required to be sent.

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

Copy to:-

✓ The Officer i/c  
IT&S Wing

- for uploading on website.

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

Half-Yearly Report on Payment of Legal Fee Bills in r/o Govt. Counsels.  
{ To be submitted for HYE March & September each year }

**Part-I :- Details of Legal Fee Bills processed during the Half Year under Report**

Total No. of Legal Fee bills received during Half-Year under report	Total No. of Bills processed for payment	No. of bills processed			Total Amount paid (Rs.)
		Within 14 days	Within 30 days	After 30 days	
1	2	3	4	5	6

Note:- Only no. of bills to be indicated in the report

**Part-II :- Details of conveyance charges paid to Officers/Staff for attending Court Cases**

Total No. of Offices & Staff posted in Nodal/Legal Section	Total Amount of Conveyance / Other Charges paid to Legal Cell Officers & Staff for attending court cases during the Half Year under report. (in Rs)

Signature  
Nodal Officer / GO (AN)