



Most Urgent

Office of the C.G.D.A.

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IMPORTANT CIRCULAR (Revised)

No. MECH/EDP/322/ACA

Dated: 24-03-2014

To

✓
The EDP & System Manager
(As Per List)

Subject: Annual Closing of Accounts for the Year 2013-2014

Reference : This Hqrs EDP letter of even no dated 11-03-2014 & Accounts Section Important Circular No 101 of 03/2014 , 102 of 03/2014 and 103 of 03/2014

Consequent upon notification of election dates for 16th General Lok sabha Election during month of April 2014 & May 2014, dates for closing of accounts circulated earlier vide HQ office EDP Section No. Mech/EDP/322/ACA dated 11-03-2014 have been revised as under: -

Month's Accounts	Date by which last batch of Punching Medium to reach DDP/EDP Centre (with requisite certificate).	Date by which last batch of Punching Medium Data should reach CGDA Computer Centre, Palam, Delhi Cantt-10.	Date of closing of accounts by CGDA Computer Centre, Palam, Delhi Cantt and dispatch of printed compilation to all concerned.
March (Preliminary) 2014 , i.e. 03/2014	09-04-2014	11-04-2014	23-04-2014
March (Supplementary) 2014, i.e. 13/2014	25-04-2014	29-04-2014	02-05-2014
March (Supplementary Correction) 2014 , i.e. 14/2014	05-05-2014	06-05-2014	09-05-2014

These dates supersede the dates amended vide letter of even dated 11-03-2014

Sr.Dy.CGDA(IT)

Copy to:

1. DFA(Budget), South Block, New Delhi for information pl.
2. Accounts Section (local) for information pl.
3. AN-6(Local) for information & necessary action pl.
4. EDP (local) Website (www.cgda.nic.in) for uploading.

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