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CIRCULAR

No. IA/I/Re-Orientation/Vol-III

Dated : 16/11/2017

To

The LAO (A)

Subject: 7th LAOs' Conference : 2017

In a bid to improve the efficiency in functioning of the organization under the administrative control of CDA Guwahati, it has been decided by the Competent Authority to hold a conference of all LAOs on 27/11/2017 at 11:00 AM at Conference Hall, CDA Guwahati. Vital issues regarding functioning of LAOs will be reviewed and viable solutions will be worked out.

2. All the LAOs should make a presentation (Hard and Soft Copy) on their action plan including the following points and sent the soft copy to cda-guw@nic.in on or before 22/11/2017 positively. The presentation should include the following points:

- Exhaustive list of Units under each LAO including newly raised / transferred in Units.
- Distribution of Audit Mandays : Location of units, vis-à-vis staff strength.
- Position of IAR/MFAI report.
- Position of outstanding Loss Statement
- Proposal of Financial Advice Cases.
- Position of Railway Claim.
- Performance / overall status of LAO
- Current position of outstanding PI Vouchers
- Position of Internal Audit Objection / LTAR (Both with Year-wise break up)
- Any other important points that are worth mentioning.
- Position of Implementation of Govt's decision on the recommendation of the 7th CPC-Revision of Pension of pre-2016 Non-DAD defence civilian pensioners/family pensioners, etc

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3. You are therefore, directed to attend the conference without fail, under no circumstances, requests for withdrawal of name from the conference will be entertained.
4. TA/DA is authorized as per extant rules.

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(J. K. DAS)

JT. CONTROLLER

Copy to:

1. The Officer-in-Charge, AN-IV/ EDP
M.O.

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For arrangement of necessary logistic supports please. O-I/C EDP may please upload a copy in Website



(M. GHOSH)

SR. AO (IA)