

2



रक्षा लेखा नियंत्रक कार्यालय , गुवाहाटी, उदयन विहार, नारंगी, गुवाहाटी -781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI

UDAYAN VIHAR, NARANGI, GUWAHATI-781 171

Tel. 0361-2640394/2641142 e-mail: cda-guw@nic.in FAX 0361-2640204/2640810/2641143.

No. O&M/221/PM-Award/III

Dated 02/07/2015

**IMPORTANT CIRCULAR NO. 38**

To

All GOs/Sr.AOs/AOs of MO Guwahati.  
All Sections of MO Guwahati.  
All Sub Offices under CDA Guwahati.

Subject : " Raksha Mantri Award for Excellence" for the Year 2015..

References: HQrs office letter No. AN-I/1466/1/R.M. Awards/2015 Dated 30/06/2015.

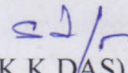
\*\*\*\*\*

HQrs letter vide letter cited under reference above is forwarded herewith for your information and forwarding of nomination, if any, in the prescribed form to this office by return Fax/Speed Post/e-mail so as to reach this office on or before **10.07.2015** positively. Fax/Speed Post/e-mail may be addressed to O&M Cell directly.

The Copy of the Motivation Scheme as mentioned in HQrs ibid letter may please be down loaded from HQrs website [www.cgda.gov.in](http://www.cgda.gov.in) and CDA Guwahati LAN & Website.


A NIL report is also required.

Enclosure: As above.

  
(K K DAS)  
ACDA

Copy to:  
✓ The Officer In Charge  
EDP Section  
MO CDA Guwahati

For uploading in LAN and  
Website of CDA Guwahati from CGDA Website.

  
(K K DAS)  
ACDA



5

Most Important  
Through CGDA's Website

**Office of the Controller General of Defence Accounts**

Ulan Batar Road, Palam, Delhi Cantt.-110 010.

Tele. No.: 011-25674854

Fax: 011-25674780

No. AN-I/1466/1/R.M. Awards/2015

Date: 30<sup>th</sup> June, 2015

To,

All Principal Controllers & equivalent  
All Controllers & equivalents  
Dy.CGDA (AN)

**Subject:** "Raksha Mantri Awards for Excellence" for the year 2015.

Please find enclosed a detailed "Motivation Scheme for the Defence Accounts Department" for the year 2015.

2. The process of selecting awardees for the year 2015 at the level of Principal Controller/Controller etc. may be completed by 15<sup>th</sup> July 2015. For "Raksha Mantri Awards for Excellence" to be decided by the CGDA, nominations may be made in the format prescribed, in soft and hard copy form (3 copies) and mailed directly to Jt. CGDA(Admin). Nominations for the "Raksha Mantri Awards for Excellence" for the year 2015 should reach HQrs. office latest by 30<sup>th</sup> July 2015. Two passport size photographs, bio data (in not more than 100 words) and a write up in bulleted form (not more than 50 words) in respect of each nominee/team may also be forwarded.

4. It is further requested that the time schedule prescribed above may kindly be strictly adhered to failing which, it may not be possible to consider the nominations received after the closing date.

5. The detailed guidelines of the scheme may be given wide publicity and placed on websites etc. The scheme has also been placed on the CGDA's website at [www.cgda.gov.in](http://www.cgda.gov.in). The expenditure on the scheme would be made from the head DAD-Pay and Allowances.

*Sd/-*  
(JK Tharmatt)  
Sr. A.C.G.D.A.(Admin)

**Copy to:**

1. SPS to CGDA - For kind information of CGDA
2. Addl. CGDA (SJ)/Addl. CGDA (BS)/ Addl. CGDA (ANS)/Addl. CGDA (SSS)
3. All Jt.CsGDA
4. AN-III/AN-IV Section (local)
5. ✓ EDP Centre (local) - for placing the circular on the CGDA's website.

*Am*  
(JK Tharmatt)  
Sr. A.C.G.D.A.(Admin)