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Important Circular No.-04

**OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, UDAYAN VIHAR, NARANGI,
GUWAHATI-781171**

NO. A/IV/18/Imp.Cir/Vol-VII

To

All compiling groups /sections of main office and sub-offices.

TTB

Dated: 04/02/2019

Sub: Preventive action to avoid correction through Journal Entry in the current financial year of 2018-19.

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It has already been informed vide this office Important Circular No. 43 dated 20/08/2018 that our HQrs Office had advised for initiating appropriate remedial measure to prevent the need for correction through Journal Entry as per the suggestion made by CGA (Ministry of Finance) to minimize the Journal Entry and brought down to zero with effect from the current financial year of 2018-19.

In view of the above, all compiling groups/sections of main office and the sub-offices are again requested that while passing the bills, booking may please be done meticulously for error free compilation and best effort may please be taken to avoid correction through Journal Entry in current financial year.

It has also been observed from the status of compilations that booking made in a month are not being properly verified with the sectional compilation by some groups/sections of main office & the sub-offices and the monthly certificate for review of sectional compilation are being furnished casually to this office as it is evident that there have been huge differences between the DMS figures of SBI CMP and the Sectional Compilation figures during the last financial year of 2017-18. As such, it is requested that the proper verification of booking made in a month may please be reconciled with the monthly compilation and the monthly certificate for review of sectional compilation may please be furnished after necessary adjustment/rectifications if any, otherwise matter will be brought to the notice of

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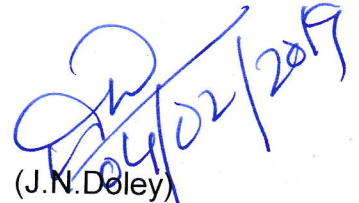
higher authorities for taking punitive action against the defaulter groups/sections of main office and the sub-offices.

sd/-
(J.N.Doley)
G.O. (A/Cs)

Copy to :-

✓ The Officer-in-charge,
EDP Section (Local) }

For uploading in CDA Guwahati website please.


(J.N.Doley)
G.O.(A/Cs)