



Fax/e-mail

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

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

दूर/Tel. 0361-2640394/2641142

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No.E/I/118/MER/Vol-XIII

Dated: 27/04/2015

To

The all GEs/AGE(I)s/CCEs/PMs (Army & Air Force)

C/O 99 APO

Subject :- Non submission of Monthly Expenditure Return (MER) in time.

Reference : This Office letter of even number dated 19/02/2015.

1. In spite of issuance of instructions time and again (latest reminder vide E/I/118/MER/Vol-XIII dated 19/02/2015) regarding timely submission of MER, it has been observed that **MER (Monthly Expenditure Report) for the month of March 2015** have not been received in this Office till date. It was also requested vide this Office letter dated 19/02/2015 to furnish MER latest by 10th of the following month through e-mail alongwith hard copy by Post, however, the same have not been complied with. Some of the GEs/AGEs/CCEs/PMs have not, even submitted MER for Jan 2015 & Feb 2015 also, which indicates negligence on the part of the executives and it has been viewed seriously by the Competent Authorities.

2. You are, therefore, requested to furnish the same to reach this Office latest by 30th April 2015 positively through CDA, Guwahati **e-mail ID** alongwith hardcopy by post.

Sr. AO (E-1)

Copy to :-

The AO GEs/AGEs/CCEs/PMs

- for information and necessary action w.r.t. above please.

C/O 99 APO

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

- with a request to upload the memo in our official web-site.

Sr. AO (E-1)