

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

Office of the Controller of Defence Accounts

"Udayan Vihar", Narangi, Guwahati- 781171

Tel. 0361-2640394/2641142

Fax. 0361-2640204/2640810/2641143

IMPORTANT CIRCULAR

NO.AN/III/

Date: 17/08/2018

To
All Section of MO
All Sub Office
Under CDA Guwahati

Sub: Non-submission of specimen signature.


It is seen that specimen signature of all the officers authorized to sign/countersign bills/claims/requisitions etc have not been received in this section till date from all section of M.O. as well as sub offices under the administrative control of CDA Guwahati.

It is therefore, requested to forward the three specimen signatures in respect of all the officers authorized to sign/countersigned bills/claims/requisitions etc in original at the earliest so as to enable this section to verify the signatures before admitting the bills during audit of bills and making payment.


SAO(AN/III)

Copy to:

✓ EDP Section : For uploading in the CDA Guwahati website.
(Local)


SAO(AN/III)