

7/14/16



E-Mail/FAX
No.Pay/35/AE/QR/III
Office of the CDA,
Pay Tech Section,
Udayan Vihar, Narangi,
Guwahati 781 171
Dated: 14 /06/2016

To
AAO Shillong
All AO GE Offices

Subject : SUBMISSION OF QUARTERLY REPORT REGARDING ACTUAL EXPENDITURE ON PAY AND ALLOWANCE (VARIOUS TYPES) IN RESPECT OF CIVILIAN EMPLOYEES OF THE CENTRAL GOVT. FOR THE QE JUNE/2016

The subject report for the quarter ending June'2016 is due to be submitted by the 1st week of July'16. Any delay on your part in sending the report will result in non-submission of the consolidated report by this office to the Ministry/HQr. office in time.

You are therefore instructed to forward the same by Fax/E-Mail within the stipulated date for submitting the reports to the Ministry/HQr. office in time.

Sd/-
(B. B DAM)
Sr. Accounts Officer

Copy to : EDP Section :
✓ M.O. Local.

For uploading in the web site of CDA Guwahati

(B. B. DAM)
Sr. Accounts Officer