



रक्षा लेखा नियंत्रक, उद्यान विहार, नारंगी, गुवाहाटी 78117-1  
Controller of Defence Accounts, Udyan Vihar, Narangi,  
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**CIRCULAR**

NO: IA/II/42/GST/WEEKLY/17-18

Dated : 15/09/2017

To

Shri .....  
Sr. Accounts Officer  
AO GE.....  
P.O .....  
Pin-.....

Subject: Submission of Weekly GST report

Reference: HQrs. office letter no. AT-9/9504/GST/Pt-II dated 18/07/2017 and  
This office letter No. IA/II/42/GST/Vol-I dated 25/07/2017.

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With reference to above letters, it is intimated that weekly feedback report on GST from your office are not being received regularly. As a result this office is unable to prepare complete report for GST. This is a matter of serious concern. Further, it may also be noted that weekly report is to be rendered to HQrs. office on every Friday. Therefore, reports received on or after Friday cannot be included in the ibid report.

Hence, weekly report on GST may invariably be submitted to IA section, M.O Guwahati on every Thursday. Non-adherence to time schedule will be viewed seriously by higher authority in this office.

*Sdf*  
Jt. Controller  
CDA Guwahati.

Copy to:

The Officer-in-Charge  
EDP Section M.O

For updation in CDA Guwahati Website.

*Hmash*  
Sr. Accounts Officer (IA)