

By email/speed post

रक्षा लेखा नियंत्रक कार्यालय , गुवाहाटी, उदयन विहार, नारंगी, गुवाहाटी -781171
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI
UDAYAN VIHAR, NARANGI, GUWAHATI-781 171
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No.E/404/TARG/REP/VOL-III

Dated: 17/03/2021

To,

The AO GEs/AGEs/CCEs (Army & Air Force) & AAO BSOs.


Sub: Quarterly Progress Achievement Report on Personal Targets for Q/E 03/2021 for the Year 2020-21.

As per directions of the Competent Authority, target for the FY 2020-21 has been fixed for the Recovery and Monitoring of Rent Bills. The report on the same is to be submitted to this office for each quarter positively by the 1st of the month succeeding the end of the Quarter in the format outlined below.

OB as on	New O/S rent bill Amt received during the Quarter 03/2021	Total	Recovery made during the Quarter 03/2021	Balance	Oldest Date
01/01/21					

In this regard it is requested to furnish the report for QE 03/2021 in prescribed format by 01/04/2021 through email id (cdaguweng1.dad@hub.nic.in) for further necessary action at this end please.

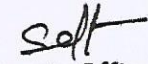
The report should be furnished positively adhering to the ^{date} specified above.


Accounts Officer
(E/I Section)

Copy to:

The O i/c-
EDP Section
Local

With a request to upload the same on the official website of CDA Guwahati please.


Accounts Officer
(E/I Section)