



रक्षा लेखा नियंत्रक, उद्यान विहार, नारंगी, गुवाहाटी-781171

Controller of Defence Accounts, Udyan Vihar,
Naranggi, Guwahati-781171

Fax: 0361-2640204, Phone: 0361-2640394, 2641142

e-mail: cda-guw@nic.in



IMPORTANT CIRCULAR No. -03

No. IA/II/24/AAC/Vol-VI

Date: 06/01/2020

To,

All LAOs/ALAOs/AO GEs/AAO BSOs/AO CCEs

Sub:- 2nd Follow-Up report of AAC for the year 2018-19 (Position as on 31/12/2019).

2nd Follow-Up report of AAC for the year 2018-19 (i.e position as on 31/12/2019) for the items which were outstanding in AAC- Main is required to be rendered to HQrs office by the end of 1st week of February 2020. **Therefore, the 2nd follow-up report of AAC duly completed in all respects should reach this office on or before 25/01/2020 without fail.** Any incomplete item / information / data included in AAC would result in back a reference which is not desirable.

During preparation of the report, the following may please be noted:

(i) The details of each settled and outstanding items shown in 2nd Follow-up report for QE 12/2019 must be correct & duly verified with reference to supporting documents held in your office.

(ii) The 2nd Follow-Up report must be in parity with main AAC report, i.e, amount/Number of any outstanding must not be increased.

(iii) Any data that has not been reflected in main AAC, must not be included in Follow-Up report.

In view of the above, all concerned are requested to kindly ensure timely rendition of the AAC and sent through nic mail **cda-guw@nic.in** followed by speed post.

-sd-
(N.K.Biswas)
Deputy Controller (IA)

Copy to :

O- i/c, EDP Section

M.O, Local

For upload in CDA Guwahati website please.

Accounts Officer (IA)