
	<p>रक्षा लेखा नियंत्रक का कार्यालय , उदयन विहार, नारंगी, गुवाहाटी 78117-1 Office of the Controller of Defence Accounts, Udayan Vihar, Narangi, Guwahati-781171 Fax: 0361-2640204, Phone: 0361-2640394, 2641142 e-mail: Cdaguwadmin1a.dad@hub.nic.in</p>	
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IMPORTANT CIRCULAR- 79

To

All Section In-Charge,
Main Office, CDA Guwahati

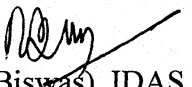
(Through official website)

Subject: Presentation on working setup of Bills and Non-bills sections of Main Office, CDA Guwahati

As per direction of Competent Authority it is intimated that, Shri R. N. Biswas, IDAS, Controller will review the working set up of all Bills and Non-bills sections of Main Office, CDA Guwahati on 26/08/2022 . It is therefore, directed to all officer In-Charge concerned section of Main Office, CDA Guwahati to bring presentation on working setup, viz nature of work dealt with; no. of bills/letters/documents received upto 19/08/2022 and their disposal and other constraints if any of their respective sections on **26/08/2022 at Conference Hall** as per schedule given below:

Sl.No	Name of Section	Time of presentation
1	Store Contract, GeM Cell, M-Sec, E-Sec, AN/II-Sec, AN/III Sec, Store Audit Sec. & ORs Cell	From 11:00 AM
2	All other section	From 04: 00 PM

Contents of the ibid circular may strictly be adhered to, to avoid any adverse remarks from the higher authority.


(N.K. Biswas), IDAS
Dy. Controller (AN)

File No. AN/1A/01/CIRCULAR/Vol-XI
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