



रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी-781171
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
UDAYAN VIHAR, NARANGI, GUWAHATI: 781171.
ई-मेल/e-mail:cda-guw@.nic.in फ़ैक्स/FAX:0361-2640204 फोन/Ph: 0361-
2640394, 2641142.



No. AN/IB/MISC/3320/Vol-IX

Dated: 20/06/2016

IMPORTANT CIRCULAR No. 27

To,

All Sections of Main Office
All Sub Offices
CDA Guwahati

Sub: Furnishing of Information and Annual Returns of Assets and Liabilities by the Public Servants under the Lokpal and Lokayuktas Act, 2013 - regarding.

Ref: This office important circular no. 18 under letter no. AN/IB/MISC/3320/Vol-IX dated 08.04.2016.

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In continuation of the circular cited under reference, please refer to HQrs letter No. AN/XIII/13006/Vol-XXII dated 13.04.2016 (available at CGDA's website) and DOPT O.M. No. 407/12/2014-AVD-IV(B) dated 12.04.2016 on the above subject (available at DOPT's website), that may be downloaded for information and necessary action please.

As per DOPT O.M. stated above, it is conveyed that all officers and staff are requested to file the following returns under section 44 of the above mentioned Act.


| Sl. No | Details | Date of Filing |
|--------|--|---|
| i) | The first return as on 1st August, 2014 under Lokpal and Lokayuktas Act, 2013 | On or before the 31 st July 2016 |
| ii) | The next return as on 31st March, 2015 under Lokpal and Lokayuktas Act, 2013 | On or before the 31 st July 2016 |
| iii) | The annual returns as on 31st March, 2016 under Lokpal and Lokayuktas Act, 2013 | On or before the 31 st July, 2016. |
| iv) | The annual returns for subsequent years as on 31st March every year should be filed on or before 31st July of that year. | |

During submission of the Information and Annual Returns of Assets and Liabilities by the Public Servants under the Lokpal and Lokayukta Act, 2013 the following points may be strictly adhered to.

- As on i.e. 01/08/2014, 31/03/2015 and 31/03/2016 is to be clearly mentioned.
- Return should be submitted in r/o self, spouse and dependent children.
- Form No. II should be filled in r/o Self, spouse and dependent children separately.

It is therefore requested that filing of returns by all public servants under Lokpal and Lokayuktas Act, 2013 within the aforesaid timeline may please be ensured.


Please acknowledge receipt of the letter.


(H. B. Dutta)
Sr. A.O. (AN)

Copy to:

The O/IC
EDP Cell
(Local)

: For uploading on the website of CDA Guwahati please.


(H. B. Dutta)
Sr. A.O. (AN)