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Date:

08 /02/2019  
11/2/19

To

All the LAOs/ ALAOs/ AO GEs

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**Subject : Instruction regarding submission of LAP for the period of HYE-09/2019**

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It is noticed during the previous sanction of LAPs in respect of almost all LAOs/ ALAOs/ AO GEs concerned that the LAPs are submitted for approval after audit period of the units. The cases of Arrears of Audit are also seen in some offices.

As per rule stipulated in para 37 of ALAM, Part-I & II, the programme will provide for the completion within that half year of the audit due to be carried out in the period. It will submit to the PCDA/ CDA for approval by the 20<sup>th</sup> of the fifth month of the preceding half year.

Further, it is also mentioned that the LAOs will inform units/ formations concerned of their impending programmes of audit, review and inspection sufficiently in advance under intimation to their station/ formation headquarters.

Hence, it is requested to submit the LAPs in due course without fail and follow the instructions strictly as stated above.

This is issued with approval of GO (IA).

xx Sd xx  
Accounts Officer (IA)

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For uploading in CDA Guwahati's website.

Accounts Officer (IA)