



कार्यालय, रक्षा लेखा नियंत्रक  
उदयान विहार, नारंगी, गुवाहाटी-781171  
**OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS**  
**UDAYAN VIHAR, NARANGI, GUWAHATI-781171**  
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No.AN/III/P&A/Corres/Vol.VI

Date 19.5.2023

To

- 1) The Officer-In-Charge  
AN V Section, MO(Local).
- 2) The Officer-In-Charge  
Area Accounts Office  
Shillong.
- 3) All other Sub-offices

**Subject: Retention of Govt. Quarter by Officials of DAD regarding.**

Please provide complete list of Officials who retain Govt. Quarters on their transfer or for different reasons for further necessary action at this end in the format as per annexure -A.

Please Accord 'Priority'.

Enclosed: annexure -A

  
Sr. Account Officer (AN III)

Copy to :

✓ IT & SW Cell , ---- For uploading the same on official website of CDA Guwahati.  
(Local)

  
Sr. Account Officer (AN III)

**Annexure-A**

| Sl No | Name of officials | Designation/ A/c No | Transfer to (office name & under which command) | Transfer from ( office name under CDA Guwahati) | Date of Relieve from CDA Guwahati | Type of accommodation ( I / II /III/ IV/ HA) | Total period of retention after relieving from CDA Guwahati | Amount to be deducted as Licence Fee | Remarks if any |
|-------|-------------------|---------------------|---|---|-----------------------------------|--|---|--------------------------------------|----------------|
|       |                   |                     |   |   |                                   |  |   |                                      |                |

SAO/AO/AO