



कार्यालय, रक्षा लेखा नियंत्रक  
उदयन विहार, नारंगी, गुवाहाटी-७८११७१  
OFFICE OF CONTROLLER OF DEFENCE ACCOUNTS,  
UDAYAN VIHAR, NARANGI, GUWAHATI-781171



No. A/VI/152/TRL/Corrs/Vol-XXXIX.

Dated : 26/09/2022.

**IMPORTANT CIRCULAR - 101**

To

The Officer-in-charge,

- 1) AAO Shillong.
- 2) PAO (ORs), 58 GTC, Shillong.
- 3) PAO (ORs), ARC Shillong.
- 4) All AOs GE, under CDA Guwahati.
- 5) All AAOs BSO, under CDA Guwahati.
- 6) All AAOs DEO under CDA Guwahati.

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Subject: Forwarding of adjusted OMROs/e-MROs.

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During linking of OMROs with the DMROs, held in Accounts Section, it is observed that some of the Sub-Offices are sending adjusted OMROs/e-MROs, TE wise in piecemeal manner, without reconciling the monthly PM figure. It creates lots of problems at this end to link with the compiled figures and watching receipt of section wise total OMROs/e-MROs, adjusted during the month.

It is, therefore, requested to forward the total OMROs/e-MROs adjusted during the month duly reconciled with the PM figures in a **single batch (separate batch for OMROs and e-MROs) along with a copy of consolidated PM and Top Sheet**, showing the details of MROs (Sl. No., TR/MRO No. & date, Treasury, Amount, Particulars of MRO, TE No. & month etc.) after closing of the Punching Medium for linking and further action at this end.

*Sd/-*  
(Puranjan Roy)  
Sr.AO  
Accounts Section

Copy to :-

The IT & SW Cell,  
(Local).

It is requested to upload the same on CDA Guwahati Website.

*Puranjan Roy*  
(Puranjan Roy)  
Sr.AO  
Accounts Section