



रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी-781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS

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No. AN/I/CDA/JCM/Gen/XXIII

Dated: 25.09.2017

**Subject: Minutes of the ROC meeting of IV level JCM council of the CDA Guwahati held on 05.09.2017 at 11:00 AM in Conference Hall of the M.O. CDA Guwahati (QE 03/17 & 06/17)**

**Chairman :**

**Shri M.C.Chakraborty, IDAS  
CDA Guwahati in Chair**

**Official side :**

Shri K.Lalbiakchhunga, IDAS, ACDA (Admin)  
Shri Chayan Das, Sr. AO (Admin)  
Shri Abodh Kumar, AAO (Admin-I B)

**Staff Side:**

**AIDAA (CB) Pune, Guwahati Branch**

Shri. S.K. Sonowal, SA, Chairman, MO Guwahati  
Shri Mrinmoy Sahoo, Organizing Secretary SA, MO Guwahati  
Shri Randhir Kumar, SA, Member, MO Guwahati

**AIDAEA (HQ) Kolkata**

Shri Debajit Bhattacharjee, SA, General Secretary GE Silchar  
Shri Manoj Bujar Barua, SA, Vice Chaiman, MO Guwahati  
Shri Pradip Biswas, SA, Organizing Secretary, LAO (A) Narangi

At the outset, Sr. AO (Admin) welcomed the members of both the Associations on behalf of the official side. Thereafter, it was intimated that the points recommended by Steering Committee vide minutes dated 31.08.2017 have been put up as agenda points for ROC meeting for further deliberation. It was also indicated that those points which have been finalized in the Steering Committee meeting may not be discussed and further which was agreed by all present. Next the agenda points were discussed and decisions taken are as under:-

**ROC meeting held on 07.09.2017 at Conference hall, M.O Guwahati for QE 03/17 & 06/17**

| Pune Association |  |   |   |
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| Sl.No.           | Agenda points  | Discussion  | Decision  |
| 1                | Acquisition for plot of land for DAD office-cum- residential accommodation at Tezpur & Silchar   | The points have been discussed in detail for acquiring of adequate area of land. Army authorities are unable to spare land at Tezpur & Silchar due to their operational requirement. Requirement in terms of area may be reassessed and effort to acquire private land in Tezpur and transfer of BRO land at Silchar be explored.                         | a) For Tezpur Station: Approach the Army Authorities for bigger piece of land than assessed earlier only for 1.09 Acres.<br>b) Local DAD officer may interact with local civil authority to ascertain availability of land from State Govt. side.<br>c) DEO may also be liaised for acquiring land of civil area.<br>d) Immediate action.<br>(Action: AN-V) |
| 2.               | Construction of DAD office and residential accommodation at Jorhat..<br>It is known that the proposal for construction of DAD Office-cum-residential accommodation has since been submitted to our HQrs office Delhi. But, the present position of the case is not known since no work of construction of the same has been found carried out. | AE for office –cum-residential accommodation has been put under objection by MoD due to addition of new item in the project. MES authorities have been requested to prepare a fresh AE with appropriate justification in support of incorporation of new items and with due care for making accommodation more spacious within the stipulated guidelines. | Revised proposal will be send under laid down procedure to re-design the plan.<br>(Action: AN-V)  |
| 3.               | Provision of modular furniture for AAOs & Staff/clerks grade wise.   | The point has been discussed in detail and it has been informed that previously proposals were submitted the HQrs office, the same was not sanctioned. However, genuine requirement will be processed in phase wise manner.   | Phase wise provisioning may be planned subject to availability of funds from HQrs office.<br>(Action: AN-IV)  |
| 4.               | Centralized AC in Store & Account Section  | The issue has been discussed in detail and it is felt that the requirement is genuine keeping in view of the hot & humid climate in Guwahati. It has been added that all such things cannot be done at the same time due to paucity of Fund.  | Phase wise provisioning within the stipulated guidelines may be planned. In the meantime a case may be prepared in consultation with MES after examining the feasibility for centralized AC for whole office for approval in principle by the HQrs/MoD.<br>(Action: AN-IV & V)  |
| 5.               | Distribution of CSD profit annually to Employees & Staff.  | Profit can be utilized to create long term Assets for welfare of Staff/Officers.  | Profit can be utilized to create long term Assets for welfare of Staff/Officers.<br>(Action: AN-IV)   |



Kolkata Association

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| <p>1.</p> | <p>The outcome of 48<sup>th</sup> III level JCM main meeting insisted upon the necessity of formulation of local transfer policy, in the guidelines of CGDA's General transfer policy vide Circular No. 600/AN-X/VOL-XXI dt. 28/3/2014, and publication of the same in website. This has further been insisted vide HQ Office letter to all concerned vide No. AN/X/10001/2/2015 dt. 15/02/2016. Our neighboring CDA Patna has already formulated their own transfer policy vide. AN/IB/038/TP-VII dt. 26/02/2016 and very recently they have also published their sensitive roster for Qtr 1<sup>st</sup>. Jul'17 to Sep'17 vide No. AN/IB/111/Bihar/06/2017/Sen dt. 11/7/2017 (Copy of both circular is enclosed for ready reference). Both of these circulars are also stand published on their website.</p> <p>It is ascertained from the transfer orders issued during recent past and station seniority as well as sensitive roster published over at CDA Guwahati that:</p> <p>a. Transfers to sensitive section/office were ordered/denied for those on the verge of superannuation but the adopted parameters do not appear uniform/transparent.</p> <p>b. The sensitive roster shows cases completing one year ICT cooling period whereas our neighboring CDA Patna has set the ICT cooling period for 3 years.</p> | <p>The issue has been discussed in detail and it is stated the the condition of Patna Station and Kolkata Station is totally different, therefore, cannot be compared. Transfer Policy and transfer to sensitive section/office is purely Administrative matter however, in this connection HQrs guidelines are strictly being followed.</p> <p>Further, it has been advised to form a Committee to look into the matter. The Committee will be headed by Sh.M. K. Touthang, IDAS, DCDA and its members Dr. K. Lalbiakchhunga, IDAS, ACDA &amp; Sh. Chayan Das, Sr.AO (AN).</p> <p>The Committee will submit its report latest by 16<sup>th</sup> October, 2017 and accordingly a circular will be issued.</p> | <p>A Committee headed by Sh. M. K. Thouthang, IDAS, DCDA and Members Dr. Lalbiakchhunga, IDAS, ACDA &amp; Sh. Chayan Das, Sr.AO (AN) will submit the report latest by 16<sup>th</sup> October, 2017 for further action by the competent authority. The committee may ensure that any policy for local transfer must adhere to the broad guidelines laid down by the CGDA. All the stake holder may be allowed to give their inputs and suggestions to the committee, preferably in writing</p> <p>(Action: AN- IA)</p> |
| <p>2.</p> | <p>1. Devoted Task holders have been overloaded beyond ones capacity as if they are indispensable and the system is deficient of their second lineup.</p>   | <p>1. The issue has been discussed in detail. Development of second line up is inherent process. Staffs may come forward to take more responsibility. Already working on second line up. People will be identify to take over the task. There is overall shortage of manpower technical and non-technical. After completion of</p>   | <p>Concerned AAO/AO/SAO may kindly report to AN-IA Staff/Officers will be identify to take over the task.</p> <p>(Action: AN-IA)</p>   |

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|    |  | <p>tenure staff/officers are transferred, if they applied. Local DAD personnel are less so, there is a problem in preparing a second line up.</p> <p>2. Where everyone accomplishes their job in time and with perfection, there is no overburden spill over of one's job to others. All staffs and officers are expected to work religiously with motivation to eliminate the feeling of overburden.</p> <p>3. While administration does not promote any one to be indispensable, for the system, a competitive self development by each and every official appreciated to avoid the scope of such situation.</p> <p>4. However, in case anyone feels overburden, he/she may approach AAO/AO/SAO for reporting to Admin through proper channel.</p> |  |
| 3. | Timely relieving of Transfer in-out personnel. |  | All concerned section may appraise the reason of delay in relieving to AN-IA.<br>(Action: AN-IA) |

-sd-  
(Chayan Das)  
Sr. Accounts Officer (AN)

Distribution:

1. All Members
2. The Officer-in-Charge, EDP----- For uploading on website.

Chayan Das  
(Chayan Das)  
Sr. Accounts Officer (AN)