

**OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS, GUWAHATI, UDAYAN
VIHAR NARANGI, GUWAHATI-78117**

NO. A/IV/213/VOL-XV

FAX/SPEED POST

Dated /04/2016

To

*All sub offices
All sections of M.O.*

Subject: Subsidies paid by the Govt. to various companies and Autonomous Bodies etc. from Defence service Estimates/Civil Estimates-Report for the year 2015-16 in respect of DAD and Non-DAD.

Reference: HQrs. Office letter No. A/III/11385/2015-16 dated 19/04/2016.

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The yearly report on the above subject may please be submitted to this office so as to reach by **20/05/2016** positively to enable us to submit the consolidated report to our HQrs. Office (CGDA New Delhi) within the stipulated time as directed vide their letter No. . A/III/11385/2015-16 dated 19/04/2016.

The officer-in-charge is requested to kindly ensure timely submission of the requisite report for the year 2015-16 (in prescribed performa enclosed). It may also be ensured that the following points are covered while rendering the report.

1. The reports pertaining to DAD and Non-DAD may please be prepared separately. Nil report in both the cases is also required.
2. Two copies of the sanction letters authorizing payment of subsidies paid during 2015-16 may please be attached in support thereof (one copy should be in original).
3. If there is abnormal increase in the amount of subsidies paid this year to a particular unit/canteen as compared to last year, suitable remarks may please be offered in support thereof.
4. Particular code head to which the amount has been compiled should invariably be indicated.
5. The reports should be counter checked with the compilation and correctness confirmed by appending a certificate with the report.

The date of rendition of report in the enclosed performa (complete in all respects and signed by the officer concerned) is **20th May 2016** may please be adhered to strictly to avoid delay in consolidation and submission of report to CGDA, New Delhi.

NIL Report is also required.

Please acknowledge receipt.

-sd-
Sr.AO(A/Cs)

Copy to:

The OIC
 EDP cell (LOCAL)

} With request to upload the memo in our official website

[Signature]
Sr.AO(A/Cs)