



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



E-MAIL/SPEED POST

NO. A/IV/213/VOL-XIX

Date: 20/05/2021

To

1. All sections of MO (Local)
2. All sub-offices

Subject: Subsidies paid by the Govt. to various companies and Autonomous Bodies etc. from Defence service Estimates/Civil Estimates-Report for the year 2020-21 in respect of DAD and Non-DAD.

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The officer-in-charge of the all sections of MO and the sub-offices are requested to ensure timely submission of the requisite report for the year 2020-21. 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 2020-21 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.

It is requested to submit the report (complete in all respects and signed by the officer concerned) on or before 25<sup>th</sup> May 2021 through return fax/e-mail to enable this office to render the subject report to our HQrs office.

**NIL Report is also required.**

Copy to:

The OIC  
IT & SW Cell (LOCAL)

With request to upload on CDA Guwahati official website.

Sr.AO (A/Cs)

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