



रक्षा लेखा नियंत्रक, उद्यान विहार, नारंगी, गुवाहाटी 78117-1
Controller of Defence Accounts, Udyan Vihar, Narangi,
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No. IA/II/24/AAC/Vol-V

Date. 27/09/2018

To,

All LAOs/ALAOs/AO GEs/AO BSOs/AO CCEs

Sub:- 1st Follow-Up report of AAC for the year 2017-18 (Position as on 30/09/2018).

1st Follow-Up report of AAC for the year 2017-18 (i.e position as on 30/09/2018) for the items which were outstanding in AAC- Main is required to be rendered to HQrs office by the end of October 2018. **Therefore, the 1st follow-up report of AAC duly completed in all respects should reach this office on or before 15/10/2018 without fail.** Any incomplete item / information / data included in AAC would result in back a reference which is not desirable. During preparation of the report, the following may please be noted:

(i) The details of each settled and outstanding items shown in 1st Follow-up report for QE 09/2018 must be correct & duly verified with reference to supporting documents held in your office.

(ii) The 1st Follow-Up report must be in parity with main AAC report, i.e, amount/Number of any outstanding must not be increased.

(iii) Any data that has not been reflected in main AAC, must not be included in Follow-Up report.

In view of the above, all concerned are requested to kindly ensure timely rendition of the AAC and sent through nic mail/ FAX followed by speed post.

-sd-
JCDA (IA)

Copy to :

O- i/c, EDP Section
M.O, Local

For upload in CDA Guwahati website please.

Sr. Accounts Officer (IA)