



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

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS

UDAYAN VIHAR, NARANGI, GUWAHATI: 781171.

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No. CDAGUW/IT&SW/384/PROC/2020

Dated:-25/09/2020

IMPORTANT CIRCULAR NO: 105

Subject: Infructuous expenditure of Computer Peripherals & Printer Cartridges

It is to be brought to the notice of all addressee that some offices under this organisation has been procured Computer peripherals & Printer Cartridges without prior approval of CDA which has been viewed seriously.

The procurement of cartridges and other computer peripheral is being maintained by this section centrally for M.O as well as sub-offices under CDA, Guwahati organization. In this connection it is stated that any expenditure from IT head is to be made with prior approval of CDA. If any procurement (IT) has been made without prior sanction, it leads to gross violation of Financial Propriety.

In order to facilitate the specific requirement of all user, it is enjoined upon to all the officer-in-charge to place the demand for IT related equipment along with the justification of the requirement.

Communication in this regard may please be emailed in the email id of CDA Guwahati, IT&SW Section (cdaguwedp.dad@hub.nic.in) addressing to the officer-in-charge of the section.

(N.R. Biswas, IDAS)

Jt. CDA (IT)

Distribution:

1. Officer-in-Charge AAO, Shillong
2. Officer-in-Charge PAO (ORs) 58 GTC, Shillong
3. Officer-in-Charge PAO (ORs) ARC, Shillong
4. All Local Audit Officers
5. All AOsGE/AAOsGE
6. All AOCCE Offices
7. All Asstt. Local Audit Officers
8. All AAO BSOs