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No. IA/II/24/AAC/Vol-VII

Dated: 20/09/2021

Important Circular No. 61

To

All the LAO's/ALAO's, All the AO's GE & All the AAO BSO

Subject: Annual Audit Certificate for the year 2020-21: 1st Follow up (Position as on 30/09/2021).

1st Follow-up report of AAC for the year 2020-21 (i.e. position as on 30/09/2021) for the items which were outstanding in AAC-Main is required to be rendered to HQrs office by the end of October 2021. **Therefore the 1st Follow-up report of AAC duly completed in all respects should reach this office on or before 05/10/2020 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 09/2021 must be correct & duly verified by 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 AAC 2020-21 (Main), 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 (cda-guw@nic.in) followed by speed post.

Sd/-

Moloy Ghosh
Sr. Accounts Officer(IA)

Copy to:

The Officer-in-charge : It is requested to upload in CDA Guwahati website please.
IT & SW(Local)


Moloy Ghosh
Sr. Accounts Officer(IA)