

No.IA/II/LAP/LACR/Misc/Vol-II

O/O The CDA Guwahati  
P/O Udyan Vihar , Narangi  
Guwahati - 781171  
Dated 02 .09.2014

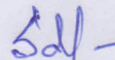
TO,  
ALL Sub-Offices  
(LAO/ALAO, AO GE/AGE)..  
.....

Sub : Non Submission of LAP/LACR in proper format


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It has been observed that Sub-offices are not forwarding/submitting LAP/LACR in proper format. In order to bring in uniformity for submission of LAP/LACR within the stipulated period, a new LAP/PTP & LACR/ATP format are enclosed herewith for strict compliance. Further, LACR for store audit & IRCR for Inspection & Review should be submitted along with objection statement and holding entry-exit conference report respectively.


The same may be down loaded from CDA Guwahati Website.

Enclo : ( Five )

  
( PRITAM DUTTA )  
Dy. CDA

Copy to :-

  
The O.IC  
EDP (Local) - It is requested to upload the same in CDA Guwahati Website.

  
( R M DAS )  
Sr. Accounts Officer (IA)