

No. CDA/GUW/Pers/SDS/Vol-I
Office of the CDA, Udayanvihar,
Narangi, Guwahati – 781 171.
Date : 24/06/2020.

To,

All Sub Offices under CDA Guwahati
(Except Guwahati)
(Through website only)

Subject : Exercising option by the staff for Association membership under CCS (RSA) Rules'1993 and recovery of subscription for the year 2020-21 & re-verification of membership of Associations.

Reference : MO, CDA Guwahati letter No. AN/IB/CDA/JCM/Gen-XXIV dated 3rd April'2020 & this office letter even No. dated 22/04/2020.

A copy of the form of "**Letter of Authority**" is enclosed herewith for issuing to the desiring eligible staff i.e. Sr. Auditors/Auditors/Clerks/MTSs serving in your office as on date duly endorsing Control No. allotted as shown against your office in **ANNEXURE-A** and submit through email ID sujitdeysarkar.dad@hub.nic.in duly completed in all respect latest by **03/07/2020** for consolidation and further submission to MO, CDA Guwahati (AN/IB Section). The hard copies may also be forwarded by name to the undersigned in **CLOSED ENVELOP** duly marked "**CONFIDENTIAL**". The date of submission of the forms to the undersigned must be strictly adhered to.

2. It may also be noted that there should be no **overwriting/cutting/erasing** in the Form. Forms having **overwriting/cutting/erasing** will be treated as **INVALID**.

3. "**Withdrawal Forms**" may however be filled up by those only who want to withdraw membership from a particular Association. A specimen copy of "**Withdrawal Form**" is also enclosed herewith.

4. Rate of **Membership Subscription Fee** for one year for each of the Associations are as under :

AIDAA (CB) Pune : Rs.120.00 (Rupees one hundred twenty only)

AIDAEA (HQ) Kolkata : Rs. 60.00 (Rupees sixty only)

5. The unused numbered blank Forms (Letter of Authority) must be returned to the undersigned along with the used forms.



(S. Dey Sarkar)

Sr. Accounts Office

Encl : As above.

Copy to :

The OI/C,
IT & S Wing (Local)

For uploading the same on official website of CDA Guwahati please.



(S. Dey Sarkar)

Sr. Accounts Officer

CONTROL No. AL - _____

ANNEXURE – I
LETTER OF AUTHORISATION

I, _____ (Name & Designation) being a
member of _____ Association hereby authorize deduction
of Annual Subscription of Rs. _____ for _____ (year) from my salary
and authorize its payment to _____ Association.

Name of Sub Office/Section of MO CDA Guwahati

Signature :
Name :
Designation :
A/C. Number :

TO BE FILLED IN BY THE ASSOCIATION

It is certified that Shri/Smt/Kum _____ is a
member of _____ Association.

Signature of authorized office bearer

CONTROL No. WL- _____

LETTER OF WITHDRAWAL

I, _____ (Name & Designation) a member
of _____ Association intend to withdraw my candidature from the
same Association.

Name of Sub Office/Section of MO CDA Guwahati

Signature :
Name :
Designation :
A/C. Number :

CONTROL No. WL- _____

LETTER OF WITHDRAWAL

I, _____ (Name & Designation) a member
of _____ Association intend to withdeaw my candidature from the
same Association.

Name of Sub Office/Section of MO CDA Guwahati

Signature :
Name :
Designation :
A/C. Number :

Sl. No.	Name of office	Total No. of staff	Control No. allotted (Letter of Authorization)	
			From	To
1	Area Accounts Office, Shillong	37	AL-246	AL-282
2	PAO (ORs) ARC, Shillong	50	AL-283	AL-332
3	PAO (ORs) 58 GTC	31	AL-333	AL-363
4	LAO (A) Shillong	06	AL-364	AL-369
5	ALAO (SD) Shillong	03	AL-370	AL-372
6	AO GE Shillong	05	AL-373	AL-377
7	AO GE (AF) Shillong	03	AL-378	AL-380
8	AAO BSO Shillong	03	AL-381	AL-383
9	AO GE Umroi	02	AL-384	AL-385
10	LAO (A) Silchar	06	AL-386	AL-391
11	ALAO (SD) Silchar	03	AL-392	AL-394
12	AO GE Silchar	02	AL-395	AL-396
13	AAO BSO Silchar	02	AL-397	AL-398
14	AO GE (AF) Kumbhirgram	02	AL-399	AL-400
15	LAO (A) Jorhat	07	AL-401	AL-407
16	AAO BSO (AF) Jorhat	02	AL-408	AL-409
17	AAO DEO Jorhat	00	NIL	NIL
18	AO GE Jorhat	03	AL-410	AL-412
19	AO GE (AF) Jorhat	04	AL-413	AL-416
20	ALAO SD Bhalukmara	02	AL-417	AL-418
21	AO GE Rangiya	04	AL-419	AL-422
22	ALAO FSD Rangiya	03	AL-423	AL-425
23	LAO (A) Tezpur	07	AL-426	AL-432
24	AO GE Tezpur	06	AL-433	AL-438
25	AO GE (AF) Tezpur	04	AL-439	AL-442
26	AAO BSO Tezpur	03	AL-443	AL-445
27	AAO DEO Tezpur	00	NIL	NIL
28	AO GE 859 EWS	03	AL-446	AL-448
29	AAO AGE(I) Tawang	01	AL-449	AL-449
30	ALAO SD 482 Coy ASC	01	AL-450	AL-450
31	ALAO FSD Missamari	03	AL-451	AL-453
32	AAO BSO Missamari	01	AL-454	AL-454
33	AO CCE(A) No. 2 Missamari	01	AL-455	AL-455
34	AO GE Missamari	05	AL-456	AL-460
35	AAO BSO Dinjan	03	AL-461	AL-463
36	AO CCE(A) No. 1 Dinjan	01	AL-464	AL-464
37	AO GE Dinjan	04	AL-465	AL-468
38	ALAO FSD Panitola	03	AL-469	AL-471
39	AO GE 586 EP	00	NIL	NIL
40	ALAO SD Dimapur	03	AL-472	AL-474
41	AO AGE(I) Agartala	01	AL-475	AL-475
42	AO GE(AF) Chabua	04	AL-476	AL-479
43	AO GE 868 EWS	05	AL-480	AL-484

44	AO GE 869 EWS	03	AL-485	AL-487
45	AO GE 872 EWS	02	AL-488	AL-489
46	AO GE Lekhapani	02	AL-490	AL-491



(S. Dey Sarkar)
Sr. Accounts Officer
