



OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
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No. AN/II/2023/PCA/2023-24

Dated: 15.05.2023

To

1. The CDA IT&SDC Secunderabad
 2. The Jt.CDA I/c, PAO(ORs) EME
 3. The DCDA I/c, PAO(ORs)AOC
 4. The DCDA I/c, AAO (Army) Vizag
- All sub offices (As per standard list)
All Sections of Main Office

(Through website/email)

Subject:- Applications for advance for purchase of Personal Computer -Regarding.

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Officers/staff who are desirous of purchasing Computer may please submit their applications in the prescribed pro-forma enclosed herewith. The individuals who intend to draw the above advance may be advised to take note of provisions of Rule 21(5) of Compendium of Rules on Advances of GFR. 2005.

In terms of provisions of Rule 21(5), Personal Computer Advance of Rs.50,000/- or actual price of PC whichever is lower can be granted to all government employees.

The Government servants, who have already drawn an advance for purchase of a personal computer and a period of 3 (three) years has not lapsed from the date of drawal of the earlier advance, shall not be eligible for the grant of second or subsequent advance for the purchase of a personal computer.

Officers/Staff who have applied earlier and not sanctioned Personal Computer advance should apply afresh.

Contents of the Circular may be circulated to all the Officers and Staff Members. The completed applications from the Officers/Staff for the PC Advance should reach this Section on or before **15.06.2023**.

CDA has seen.

(M SUBHASH KUMAR)
ACDA (AN)

Copy To:

IT Section - For uploading on website

(K RAMAKRISHNA)
ACCOUNTS OFFICER (AN)