कार्यालय, रक्षा लेखा नियंत्रक, नं1 ., स्टाफ रोड,
सिकंदराबाद009 500-
**OFFICE OF THE CONTROLLER OF DEFENCE
ACCOUNTS**
No.1, STAFF ROAD, SECUNDERABAD-500009
दूरभाष/TELE: 040-27843385   फैक्स/FAX:040-27817275
Email : cda-secd@nic.in   ii) secd-acsn-cda@nic.in

150 YEARS OF CELEBRATING THE MAHATMA

No. A/I/13047/SBICMP   Date:06/02/2024

To

    Officers in charge,
    All Sub Offices,
    All Sections, Main Office.

Sub: Insertion of new payees on SBI CMP Portal – Standardised protocol to be notified --- reg.
Ref:- HQrs letter No.A/III/12157/Misc.Corrs dated 05.02.2024
***

A copy of HQrs letter referred above on the above subject is enclosed for information and compliance.

The report should contain all the details i.e. Practice followed for verification of Mandate form before CMP File, Verification of Payee A/c details, Whether the verification done by Audit Section/D Section and Authorisation Verification.

The report may please be forwarded to this office on or before 13.02.2024 so as to enable this office for forward the same within stipulated time.

GO(A/Cs) has seen.

Sd/-
Ch. V. Ramana Murthy
वरिष्ठ लेखा अधिकारी / **Senior Accounts Officer (Accounts)**

Copy to

SAO I/C,
IT Sectiion,
Local   ---   with a request to upload this letter in CDA's website.

Ch. V. Ramana Murthy
वरिष्ठ लेखा अधिकारी / **Senior Accounts Officer (Accounts)**

No. A/III/12157/Misc. corrs   Dated: 05.02.2024
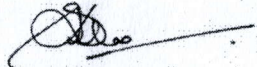
To

   PCsDA/CsDA

Sub: **Insertion of new payees on SBI CMP Portal –Standardised protocol to be notifieed.**

   In context of the subject cited above, it is requested to intimate the present practice being followed in your orgarnsiation including sub Offices like AAO (Pay), AO (GEs) offices, AO (BRTF) offices etc. for insertion of new payees on SBI CMP Portal. The same may please be forwarded to HQrs office latest by 15.02.2024 through emal id: **hqaccounts.cgda@gov.in.**

   This issues with the approval of Jt. CGDA (A&B).

                                                            Dy. CGDA (A&B)