

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS

NO.1 STAFF ROAD, SECUNDERABAD

Phone No. 2784 3385/7957/1676 ; Ext:415

Fax No. 27847275

No.Civ/Pay Groups/Tulip

Dated 30.11.2015

To

All Units (copy enclosed)

Pay-I / Pay-II / Pay-III

Sub:- Soft Copy format for Civilian Pay Bill Processing.

As per the instructions of CGDA Delhi Cantt, this office has been entrusted the responsibility to implement newly developed software, "TULIP" as Pilot project for giving better services to Defence Civilians in regard to Pay and allowances and other bills and personal claims. In the new software which has been developed by "IT & SDC, SECUNDERABAD" all the bills including Regular Pay Bills of all the Defence Civilians under the audit ambit of "CDA SECUNDERABAD" are being contemplated to be processed through system unlike the present system of manual audit and consequent payment.

2. In present system, Each and Every record of Regular Pay Bill is to be processed in TULIP to pass the bill which takes a lot of time for Auditor as well as AAO. To avoid this, IT & SDC SECUNDERABAD has designed a standard format for obtaining soft copy of the Change Statement from the respective unit, so that the Regular Pay Bill can be processed based on the Change Statement only instead of processing the whole bill.

3. In light of the above, it is being considered to get the Regular Pay Bill in hard copy and Change Statement in soft & hard copy, to enable this office to process the same in TULIP w.e.f December, 2015 Regular Pay Bill. The format of the change statement in CD is enclosed to this letter. Therefore you are requested to forward the Regular Pay Bill (hard copy) along with Change Statement in Soft & Hard Copy w.e.f 12/2015 please. *Format of the Change Statement is also available on CDA Secunderabad web site.*

In this regard, your co-operation is solicited.

11/12/15
K. LAKSHMI KUMARI, IDAS
Asst Controller (Pay)

*Pr
30/11
The [Signature]*