



कार्यालय, रक्षा लेखा नियंत्रक, नं1 ., स्टाफ रोड, सिकंदराबाद 009 500-

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS

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**ACCOUNTS SECTION MOST IMPORTANT BUDGET CIRCULAR**

No. A/II/ 13063/RDR/VOL-V

Dt. 4<sup>th</sup> July, 2018

To.

All Sub Offices under CDA Secunderabad.

Civ. Pay Sections. / Admin Pay Sections I&II (Local)

SUB: Submission of RE 2018-2019 and BE 2019-2020 Grant No.22 and  
39 Major head 2071 Pension and other retirement benefits.

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1. The Revised Estimates for the year 2018-2019 and Budget Estimates for the year 2019-2020 are due for submission to PCDA (P) ALLAHABAD.
2. In view of the above you are requested to work out the requirements in your office meticulously following the actual requirements based on the correct statistics in consultation /liaison with Record Offices and Heads of the Offices in respect of Defence Civilians and PBORs.
3. All the AO GEs are requested to project the requirements only for the Industrial staff in consultation with the GEs.
4. The AN Pay Section, Civilian Pay sections in Main Office and the AAO (ARMY) VIZAG are requested to work out the requirements in respect of the DAD employees Civilian Employees MES & Non-MES for whom pay & Allowances are paid by your section/office.
5. The requirement of funds on account of "Leave Encashment" may be assessed as accurately as possible for RE 2018-2019 and BE 2019-2020 separately. It may also be ensured that no booking over and above the amounts projected on account of leave encashment is made since the concurrence of PCDA (P) Allahabad is to be obtained.
6. The formats on which estimates are required to be submitted are enclosed for submission to this office by 10-07-2018 (Tuesday) positively.

Please accord **top priority**.

Encl: as above.

  
Deputy. Controller (Accounts)

Copy To

For: RAO(MES):  
VIZAG AND  
SECUNDERABAD:

Please ensure, necessary information on the above subject is furnished to this office on or before 10-07-2018(Tuesday) by the concerned offices under your audit jurisdiction.

  
Deputy. Controller (Accounts)