



OF THE CONTROLLER OF DEFENCE ACCOUNTS NO.1, STAFF ROAD,  
SECUNDERABAD - 500 009

PHONE: 040-27843385

FAX: 040-27817275

No.A/III/13014/MER/

Date: 08-05-2015

To

All Units and Formations

Sub: Processing of allotment letters(VOA) in time to CDA - Reg.

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After successful completion of the F.Y.2014-15, this office has started processing of the bills received from various units and formations under the jurisdiction of the CDA, Secunderabad for the F.Y.2015-16. In this juncture, this office is facing difficulties in processing and clearing the bills in the absence of the receipt of allotment letters(VOA) which covers upto May 2015.

In view of the above, for speedy and smooth clearance of bills in this office, it is requested to send all the allotment letters(VOA) received from allotting authorities immediately to avoid rush at a later stage.

**ASST.CONTROLLER(A/CS)**