



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

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No. A/1/13008/e-Payment/Corr

Date: 15 Oct 2015

To

The Officer I/c
PAO (ORs) EME/PAO (ORs) AOC
All AO GEs/AN-Pay/AAO(A) Vizag

Subject: Implementation of CMP in Defence Accounts Department.

As you are aware, based on the inputs received from the sub offices, a monthly report is being rendered to the HQrs Office on the status of implementation of e-payment/CMP in our organization. HQrs Office vide their letter No. A/III/12157/ECS/Comm-X dated 30.09.2015 has stated that incorporation of certain additional information in the e-payment reports would facilitate better analysis/examination and understating of the subject. Therefore, the HQrs Office has directed to submit the desired additional information in the enclosed Annexure -B along with the regular e-payment report.

2. It is, therefore, requested that e-payment report from the month of November 2015 may please be submitted in the **Annexure 'A' & 'B'** (copies enclosed) so as to reach this office **by 5th of the following month.**


Assistant Controller (A/Cs)

No. A/III/12157/ECS/COMM-X
Office of the C.G.D.A
Ulan Batar Road , Palam
Delhi Cantt-110010
Dt 30 -09-2015

To

All PCsDA/CsDA
PCoA (Fys), Kolkata
ZO (DPD), Chennai
AO (DAD) , MoD (Civil)
AN Section (Local)

Sub: - Implementation of CMP in Defence Accounts Department

Please refer to HQrs Office circular letter No A/III/12157/ECS/COMM-VI dt 11-02-2015 introducing a revised format on monthly e-payment report.

2. While analyzing the reports received from the field Controllers, it has been observed that certain additional information may help for better examination and understanding of the subject. The additional information may please be provided in the enclosed Annexure 'B'.

3. It is, therefore, requested that e-payment report from the month of Nov, 2015 may please be submitted in the Annexure 'A' & 'B' (copies enclosed) so as to reach HQrs Office by 10th of the following month.

This issues with the approval of Addl CGDA (SKK).


ACGDA (A&B)

Monthly Report on e-payments implementation by DAD

Office of the PCDA/CDA.....
 Month

Broad categories under which payments are being authorized	Total payments made during the month 2 (3+4+5)	Total payments made during the month by issue of cheques			Total payments made through different modes like ECS (T+3) days, EFT/NEFT/RTGS, CBS, direct method (T+1) etc.		Total payments made through CMP	Remarks
		No. of Imprest Holders	Amount Rs.	No. of cheques	Amount	No. of Cheques		
1 Placements of funds to the Units/formations on Cash Requisitions [e.g. PAO's Advance (018/65), Imprest Holder's Advance (018/60), Permanent Imprest (020/98) and Imprest Advances of other nature]							5	6
2 Payment of Pay and Allowances and personal claims of Service Personnel/ Defence Civilians/ Civilian etc. in Public Fund Account of the Units/ formations or otherwise.		No. of Units/formations	Amount Rs.		Amount			
3 Payment of Pay and Allowances and personal claims of the DAD employees and IFA's			Amount Rs.		Amount			
4 Payment to vendors/ contractors/ suppliers		No. of Contractors/Suppliers	Amount Rs.		Amount			
5 Pension payments by the DPDO's		No. of pensioners	Amount Rs.		Amount			
6 Any other payment not covered above.		No. of payments	Amount Rs.		Amount			
Total								

PCDA/CDA has seen.

Details of payments made through Cheques during the month

Particulars of the PCDA/CSA

Sl No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Particulars of the Units/Formations in respect of which paper cheques issued	Imprest Account		Nature of payment	Reasons for the payments by cheques
				No of the Holders in which accounts payment was authorised by issue of cheques	Amount		
1	Placements of funds to the Units/formations on Cash Requisitions [e.g. PAO's Advance (018/65), Imprest Holder's Advance (018/60), Permanent Imprest (020/98) and Imprest Advances of other nature						
Sl No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Particulars of the Units/Formations in whose Public Fund Account Cheques issued	Public Account		Nature of payment	Reasons for the payments by cheques
				No in which payment was authorised by issue of cheques	Amount		
2	Payment of Pay and Allowances and personal claims of Service personnel/Defence civilians/civilian etc in Public Fund Account of the Units/formations or otherwise.						

Details of payments made through Cheques during the month

Particulars of the PCDA/CDA office

Sl No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
3	Payment of Pay and Allowances and personal claims of the of DAD employees			
SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
4	Payment to vendors /contractors/suppliers			
SI No	Nature of transactions	Number of DPDOs authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
5	Pension payments by the DPDOs			
SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
6	Any other payments not covered above			