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|  | **कार्यालय, रक्षा लेखा नियंत्रक****Office of the Controller of Defence Accounts****नं. 1, स्टाफ रोड, सिकंदराबाद-500 009****No.1 Staff Road, Secunderabad-500 009****दूरभाष/Telephone: 040-27843385 (Ext. 273) फैक्स/Fax: 040-27817275/27810499** |

**IMPORTANT CIRCULAR**

No.FC/6214/Gen Corr/Vol.XVII Date: 12-02-2018

To

**All the DDOs under**

**CDA, Secunderabad.**

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Sub: Printing of CCOs-9 (Annual Accounts of GPF) on **1st April** by the CDA (Funds) Meerut-Regarding.

Ref: (i) CGDA Office, Delhi Cantt letter No.FC/14205/Project Nidhi/Vol-VIII dated 07.02.2018 & (ii) CDA (Funds) Meerut DO No.EDP/Fund-Sys/28/Non-DAD dated 06.02.2018.

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 With reference to the above mentioned letter it is intimated that Annual Accounts of GPF (CCOs-9) are being printed on **1st April** every year after closing of accounts. This year also to achieve the target date, CDA (Funds) Meerut vide letter cited above has intimated this office to render the complete GPF data by **20th March 2018** and the data received after the due date will not be entertained.

 In tune with the above mandate, the following instructions are issued to all the DDOs for scheduling of GPF data, initiating Final/Temporary Withdrawal of GPF claims, supplementary bills etc., during March 2018.

1. The GPF final/temporary withdrawal claims and supplementary bills (where GPF recovery is involved) may be submitted to the respective audit authorities by **10th March 2018** so that the claims may be admitted and compiled by the Audit authorities by **15th March 2018**.
2. In respect of Industrial employees, the DDOs are requested to hand over the relevant copies of GPF Schedules immediately after payment to the audit authority to process the schedules after compiling the said payments.
3. In case of payments of TLBs, Unit authorities are requested to hand over the GPF schedules, copies of MROs to LAO by hand through a representative of your office.

In order to achieve the target of printing of CCOs-9 by **1st April 2018**, your co-operation is highly appreciated.

 **Sd/-**

**Sr. Accounts Officer (FC)**

Copy to:

1. **Sr. AO (Civ Pay),**

**Local.**

1. **Sr. AO (EDP),**

It is requested to forward all the GPF schedules to this section along with details/copies of PM by **15th March2018** so that soft copy of GPF data can be forwarded to CDA (Funds)Meerut **by 20th March 2018**.

 **Local**

1. **Sr. AO (Pay Sec),**

**AAO (Army) Vizag**

1. **Sr. AO (Single Window)**

**Local.**

1. **LAO (A) & (B)**

**Secunderabad.**

1. **All AO GEs under**

**CDA, Secunderabad.**

 **Sd/-**

**Sr. Accounts Officer (FC)**

|  |  |
| --- | --- |
|  | **कार्यालय, रक्षा लेखा नियंत्रक****Office of the Controller of Defence Accounts****नं. 1, स्टाफ रोड, सिकंदराबाद-500 009****No.1 Staff Road, Secunderabad-500 009****दूरभाष/Telephone: 040-27843385 (Ext. 273) फैक्स/Fax: 040-27817275/27810499** |

**IMPORTANT CIRCULAR**

No.FC/6214/Gen Corr/Vol.XVII Date: 12-02-2018

To

1. **All the AO GEs under**

**CDA, Secunderabad.**

1. **Sr. AO ( Single Window Cell),**

**Local**

1. **Sr. AO (Pay Tech)**

**Local.**

Sub: Printing of **CCOs-9** (Annual Accounts of GPF) on **1st April** by the CDA (Funds) Meerut-Regarding.

Ref: (i) Hqrs Office Letter No.FC/14205/Project Nidhi/Vol-VIII dated 07.02.2018 &

(ii) CDA (Funds) Meerut DO No.EDP/Fund-Sys/28/Non-DAD dated 06.02.2018.

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With reference to the above mentioned correspondence (copy enclosed) on the subject, the following instructions are issued in connection with rendering of GPF data (Non-DAD) to CDA (Funds) Meerut within the stipulated time. AOs GE located at Vizag are requested to forward copies of the schedules to AAO (Army) Vizag.

1. GPF Schedules of **February 2018 Pay Bill compiled in March 2018** are required to be handed over to this office/AAO (Army) Vizag by **3rd March 2018** positively and relevant Punching Medium data should also be forwarded to the EDP Centre immediately.
2. Ty/Final Withdrawal of GPF claims must be cleared before **15th March 2018** and relevant copies of schedules are to be forwarded to this office/ AAO (Army) Vizag immediately along with PM data to local EDP Centre.
3. No withdrawals should be entertained thereafter except in extraordinary circumstances. Such cases, if any, may be directly forwarded to CDA (Funds) Meerut along with relevant schedules duly indicating the reasons for the same.

The last date for forwarding the entire fund data with review certificate for the year 2017-18 is **20th March 2018** and no data will be accepted by CDA (Funds) Meerut after the due date.

It is directed to adhere to the above instructions/guidelines without fail.

 **Sd/-**

**Sr. Accounts Officer (FC)**

Encl: As above

Copy to:

**The SAO i/c**

For information and strict compliance.

**Area Accounts Office (Army)**

**Visakhapatnam.**

**Sd/-**

**Sr. Accounts Officer (FC)**