



OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
NO.1 STAFF ROAD, SECUNDERABAD-500 009
TELEPHONE NO.040-27843385, FAX NO.040-27817275



CIRCULAR

No.AN/I/1144/AD/2019

Date: 13.09.2019

To,

1. The CDA, IT & SDC, Secunderabad.
2. The ACDA i/c, PAO(ORs)EME, Secunderabad.
3. The ACDA i/c, PAO(ORs)AOC, Secunderabad.
4. All Sub-Offices of CDA Secunderabad located in Secunderabad / Hyderabad/Medak/Suryalanka
5. All GOs of Main Office
6. All the Sections in Main Office.

SUB : Nominations for Motivation Awards – on the occasion of DAD Day – Reg

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Defence Accounts Department will complete 68 years since re-christening of the name of the department from Military Accounts Department on 01.10.1951. As per practice, 1st October of every year is celebrated as Annual Day of the Department with great fervour and enthusiasm.

2. It has been decided to felicitate DAD Staff and Officers (upto SAO level) who have done meritorious/outstanding works in their assignments with Motivation Awards on 1st October 2019 on the occasion of Annual Day of the department. Therefore, all the Heads of Sub Offices/Group Officers of Main Office are requested to send nominations along with citation of project/work done (not more than 100 words), bio-data (in not more than 100 words) and a write-up in bulleted form (not more than 50 words) in respect of each nominee/team. Nominations if any, may be forwarded in **soft and hard copy (01 copy)** by **20-09-2019** after proper scrutiny.

3. The Officer i/c, AAO(Army) is further requested to circulate this letter to all the sub-offices located in Vizag under this organization and forward the nominations, if any duly scrutinized.

CDA has seen.

(S Vatsala)

Asst. CONTROLLER

Copy to

The EDP centre (local)	For uploading in website please.
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sd/-
(L Padmapani)
SAO(AN)