

Through CGDA web-site and mail server
OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
Ulan Batar Road, Palam, Delhi Cantt-10
011-25665583, 737 Fax No. 011-25674786

No. A/B/I/13626/CHB-Prefix/Vol-III

Dated: 04/10/2017

To

The All PCsDA/CsDA

Sub: Booking of expenditure under correct category code to be prefixed to relevant Service Heads.

Ref: This office important circular No. 136 circulated vide this office letter of even no. dated 07/07/2017.

Reference is invited to HQrs office letter mentioned above under which the following category codes to be prefixed to relevant service heads were circulated:

Sl. No.	Noame of the Organisation	Prefix Category Code Number
1	CDM	81
2	ANC	94
3	NDA	95
4	DSSC	96
5	MILIT	97
6	DSCC	98

2. Above category prefix codes were allotted in the Classification Hand Book (2014 Edn) intended to identify the expenditure incurred in respect of each JSOs under Headquarter Integrated Defence Staff.

3. However, it has been brought to the notice of this HQrs office that these Category Codes are not appropriately prefixed to the relevant Service Heads. The very purpose of opening of these category codes is defeated if the same are not used properly to the relevant Service Heads. Therefore, steps need to be taken to ensure that category codes are used in all relevant cases in a proper manner.

4. In this regard it is also reiterate that, in order to ensure that correct data on compiled actual is generated for user requirements for monitoring the progress of expenditure and also for budget forecasts, it is of paramount importance that the category prefixes are used correctly with relevant Services Heads. It is therefore requested to issue necessary direction to the concerned officers/staffs of all the Sections/sub offices under your jurisdiction to ensure correct usage of category prefixes to relevant Service Heads.


Jt. CGDA (A/Cs & Budget)