

**IMPORTANT CIRCULAR**

**Office of Controller General of Defence Accounts**  
**Ulan Batar Road, Palam, Delhi Cant-10**

No. CGDA/Insp.Cell/Gen. Corr/2014-15

Dated: 21.01.2016

To

All PCsDA/CsDA(Including PCA(Fys) & CsFA(Fys))/Sub-offices  
All IFAs

Sub: Review of Reports and Returns received from Field Offices.

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It has been decided by the competent authority that the following reports may be continued/discontinued as per details below:

Sl. No.	Description of Report	Periodicity	Remarks
1	Monthly report on follow-up action Auth: HQrs important circular No. 13125/Insp Cell-I/06-07 dated 28 <sup>th</sup> June 2006.	Monthly	May be continued.  (Prescribed format is enclosed)
2	Staff Inspection of Unit: Collection of Data	Annual	May be discontinued.
3	Implementation of Archival Policy Resolution	Annual	May be discontinued.



SAO(Insp.Cell)

Copy to:

EDP Section - for uploading it on Audit home page(Inspection Cell) of  
CGDA website please.



SAO(Insp.Cell)

