

**OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
ULAN BATAR ROAD, PALAM, DELHI CANTT-110010
TELEFAX NO.011-25674806**

No: IAW/9/9504/Misc

Dated: 28/10/2016

To,

All PCsDA/CsDA

SUB: - Fixation of norms for Pre-audit and payment of bills of Store
Section

REF: - HQ letter no.73/!/O&M -II dated 12/04/1979

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In accordance with the ibid letter dated 12/04/1979, norms were issued for number of pre-audit & payment of bills to be passed by the task holder daily.

2. It is re-iterated that strict compliance shall be ensured to the following norms: -

- i. Each task holder shall audit at least on **an average 20 bills per day**.
- ii. Controllers shall send report of those Sr. Auditors/ Auditors **who fails to fulfill the above norms to HQ office on WAN on daily basis**.

3. This issues with the approval of Shri. Savitur Prasad, Addl.CGDA, IAW.


ACGDA (IAW)

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The Officer I/c

EDP Sn (Local) : For uploading on website


ACGDA (IAW)