



**OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS,  
ULAN BATAR ROAD, PALAM DELHI CANTT-110010**

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**A/Cs Circular No.59**

**NoA/III/13348/FPB/XXV**

**Dated 25.06-2010**

**To**

**The PCsDA/CsDA  
{AN-VIII (Local)}**

**Sub: - Safeguards against frauds.**

Reserve Bank of India vide their letter No. PAD. (BG) No. 8880/01.20.02/2009-10 dt. 07-6-2010 has intimated that information regarding retirement of an official authorized to sign cheques of a particular Government account was received after a delay of two months. In the absence of timely intimation, such signatures run the risk of frauds. Therefore, it has been advised that any change in the signatories on account of retirement/transfer etc., should be promptly communicated to the Bank. A copy of the RBI letter is enclosed.

2. It is requested that above instructions may please be complied with meticulously.
3. Jt.CGDA (A&B) has seen.

*[Signature]*  
For CGDA

Copy to:-

RBI PAD, Nrupathunga Road  
Banglore-560 001

- For information.

*[Signature]*  
For CGDA



भारतीय रिज़र्व बैंक  
**RESERVE BANK OF INDIA**  
**www.rbi.org.in**

PAD(BG)No. 8880/01.20.02/2009-10

June 7, 2010

The Accounts Officer  
Office of the CGDA  
Ministry of Defence  
West Block - V  
Ramakrishna Puram  
**New Delhi 110 066**

Dear Sir,

**Safeguards against frauds**

It has been observed that the retirement advice of an official authorized to sign the chequebook of a particular Government account was received after a delay of two months. The absence of such timely intimation of the cancellation of such signatures carries risk of frauds. Hence we advise you that any change in the signatories on account of retirements/transfer etc., should be promptly communicated to the Bank.

Yours faithfully,

*Anita Patnaik*  
(Anita Patnaik)  
Assistant General Manager



55/15/6/10 C:\WINDOWS\Desktop\naik\lettrs.doc/p41

यु विभाग आईएसओ 9001-2000 प्रमाणित / This Department is ISO 9001-2000 Certified

लोक लेखा विभाग, नृपतुंगा रोड, बेंगलूर-560 001

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