



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

Tel: Jt CGDA(A&B)-011-25674817, EPBAX-011-2566500,25665555/56,256666665/66,
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A/Cs Circular No.72 of 06/2011

No. A/III/13348/FPB/XXV

Dated: 15- 06-2011

To

The PCsDA / CsDA
Including PC of A (Fys) Kolkata, ZO, DPD, Chennai, AO, DAD, MOD
(Civil) New Delhi and Admin VI Local

**Subject: - Submission of fresh set of signature of the officials Authorized to sign
the inter- Government Adjustment Advices for the financial year
2011-2012.**

A copy of the RBI, CAS, Nagpur letter No. CAS/Govt. II/718/10.01.047/2010-11 dated 23-05-2011 along-with Format of specimen signature card (Form PAD 141) the contents of which are self-explanatory is forwarded herewith for compliance.

2 It is requested that while sending the specimen signature of the officials Authorized to sign the Inter-Government Adjustment Advices for the financial year 2011-2012 to RBI, CAS, Nagpur the points highlighted in Para 3 of the above cited letter may please be ensured that the instructions contained therein are strictly followed.

3. Jt. CGDA (A/Cs & Budget) has seen.

Enclosures Two (2) only.

Kamela Pyl
For CGDA
[Signature]

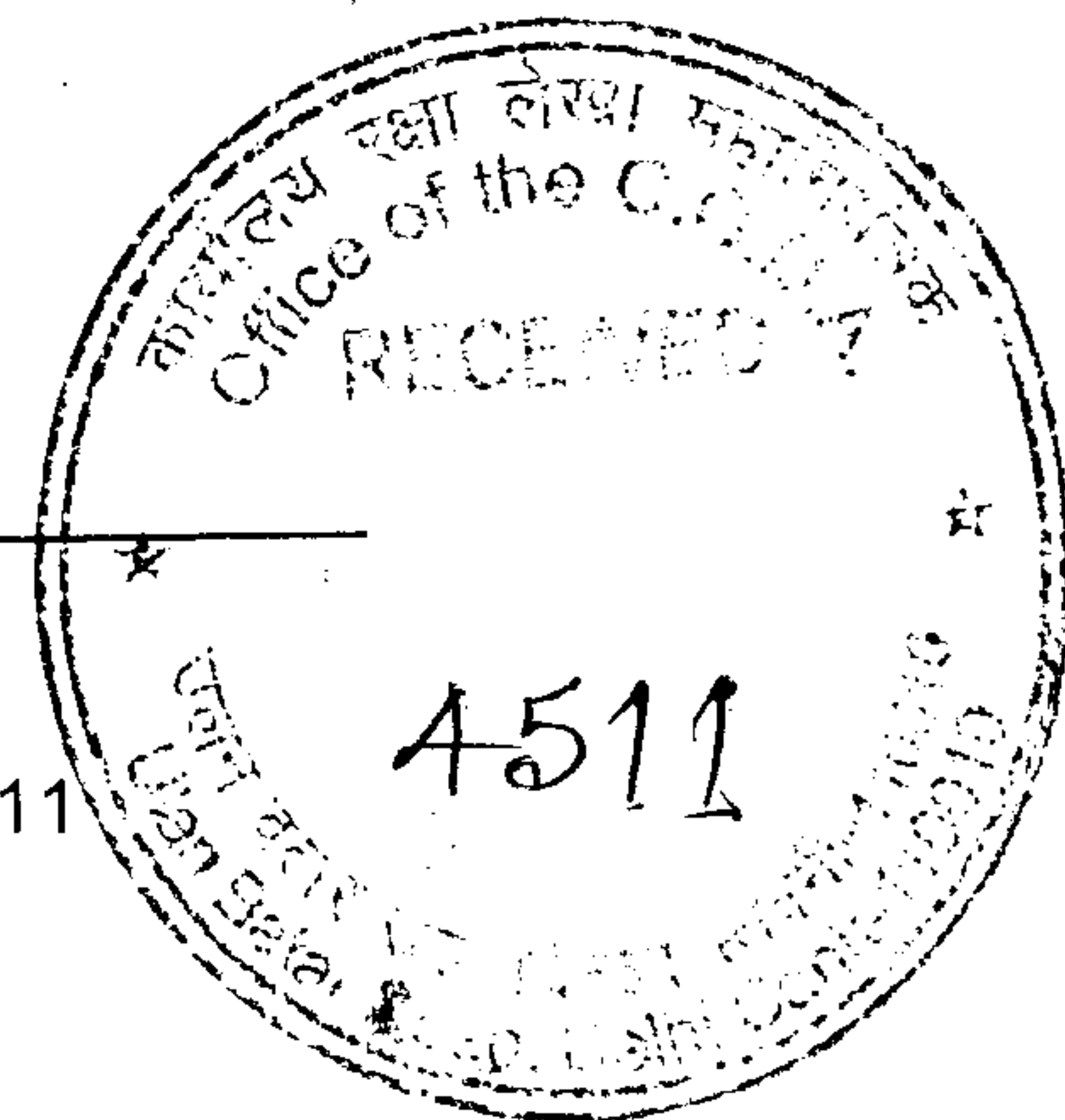
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भारतीय रिज़र्व बैंक

RESERVE BANK OF INDIA

www.rbi.org.in



May 23, 2011

CAS / Govt. II / 10.01. 047 / 2010-11

By FAX / Speed Post

Senior Accounts Officer

O/o Controller General of Defence Accounts

Cenwest Block -5

R.K.Puram

New Delhi - 110066.

Sir / Madam ,

Submission of fresh set of specimen signature of the officials Authorized to Sign the Inter-Government Adjustment Advices for the financial year 2011-2012

We advise that for the financial year 2011-12 you may please submit by the earliest , the specimen signature(s) of the official(s) of your office that are authorized to sign the fax / post copy of Inter-Government Adjustment advice(s). The earlier set of signature(s) of authorized official(s) stand cancelled on April 15, 2011. From April 16, 2011 booking of IGA Advices is done as per the new set of specimen signature(s) to be furnished by you.

2. For this purpose, we are enclosing a copy of specimen signature card for your record and repeated use. Whenever you want to submit specimen signature(s), you please take a photo copy of this card and send to us the original signature of the official, to be authorized, on it, duly authenticated by the authorized official of your office whose specimen signature is on our record.

3. While reporting the specimen signature, please take care of the following :-

- Specimen signature must be on the photo copy of the specimen signature card.
- Specimen signature should be in original and must be authenticated by an authorized official of your office whose specimen signature is on our record.
- Specimen signature should not be sent in letter or in a cyclostyled form.
- While submitting the specimen signature please mention in your forwarding letter full address, telephone number(s), e-mail address(s), fax number(s) of the official(s) to be authorised in order to facilitate any communication in future.

Yours faithfully,

(Signature)
(Manager)

1042
2/6/11

केन्द्रीय लेखा अनुभाग, अतिरिक्त कार्यालय भवन, पूर्वी हाईकोर्ट रोड, नागपुर 440 001

फोन : 0712- 2806809, 2555170 फैक्स : 0712- 2529457, 2548370, 2530608 ईमेल : cas_iga@rbi.org.in

Central Accounts Section, Additional Office Building, East High Court Road Nagpur - 440 001
Tel.: 0712- 2806809, 2555170 Fax: 0712- 2529457, 2548370, 2530608 E-mail: cas_iga@rbi.org.in

हिंदी आशान है इसका प्रयोग बढाइए

PAD 141

CODE NO. _____

SPECIMEN SIGNATURE CARD

TITLE OF ACCOUNT : _____

AUTHORISED OFFICIAL : _____

SPECIMEN SIGNATURE : 1. _____

: 2. _____

: 3. _____

ATTESTED BY : _____

(Signature with designation, seal and address)

FOR USE OF RESERVE BANK OF INDIA

Ref. No : _____

Date : _____

File No. : _____

p. Regional Director

PAD 141

CODE NO. _____

SPECIMEN SIGNATURE CARD

TITLE OF ACCOUNT : _____

AUTHORISED OFFICIAL : _____

SPECIMEN SIGNATURE : 1. _____

: 2. _____

: 3. _____

ATTESTED BY : _____

(Signature with designation, seal and address)

FOR USE OF RESERVE BANK OF INDIA

Ref. No : _____

Date : _____

File No. : _____

p. Regional Director