



“हर काम देश के नाम”

## रक्षा लेखा महानियंत्रक

उलान बटार रोड, पालम, दिल्ली छावनी-110010

Controller General of Defence Accounts

Ulan Batar Road, Palam, Delhi Cantt.- 110010

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AN/IV/Cir/Misc/SS/4025

Date: 09.05.2025

### CIRCULAR

Amidst the emerging security dynamics, all Officers and staff of the Defence Accounts Department are hereby advised to stay alert and maintain regular contact and provide necessary assistance to each other as and when required.

2. No official documents, discussions, or updates related to situation are to be shared through social media platforms, messaging apps, or any public or non-authorized communication channel.
3. No individual is authorized to make any statement of confirmation independently, violations may attract disciplinary action under the relevant conduct rules.

LET'S PROTECT OUR COUNTRY ONLINE	
DOs	DON'Ts
<ul style="list-style-type: none"><li>• Share only official advisories, helplines &amp; verified relief updates.</li><li>• Fact-check news with official sources (PIB.GOV.IN)</li></ul>	<ul style="list-style-type: none"><li>• Don't share troop movements.</li><li>• Don't forward unverified information</li><li>• Avoid posts that may incite violence or communal tensions.</li></ul>

4. All PCsDA/CsDA are to display important phone numbers e.g. Police Stations/ Hospitals/ Ambulance any other emergency numbers at important points in offices, Official Guest Houses/Official Residential Complexes & any other DAD office accommodation.
5. All PCsDA/ CsDA are to have reasonable stock of emergency medical provisions.
6. All PCsDA/CsDA are to be in continuous liaison with the local security agencies.
7. For any assistance or urgent matters, a 24x7 Control Room has been established at the Office of the CGDA. It is requested to contact the Headquarters Office at 011-25675484 and 25665485 in case of a need for emergency assistance.
8. In case of extreme emergency Smt. Maushumi Rudra, Sr.Jt. CGDA (AN) can be contacted on 9891012308 and Smt. Geetika Singh Battu , Dy. CGDA (AN) can be contacted at 9463200911.
9. Leave maybe sanctioned only under extreme circumstances.
10. Your safety and well-being are of utmost importance.

**Stay Alert, Stay Vigilant.**

21/5/09/05/25  
Sandeep Sheoran  
Sr. ACGDA