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कार्यालय रक्षा लेखा महानियंत्रक/ Office of Controller General of Defence Accounts

उलान बटार रोड़, पालम, दिल्ली छावनी / Ulan Batar Road, Palam, Delhi Cantt - 110 010.

☎ 011-25665543, 25665541, Fax No. 011-25674806/25674821

E-mail: legalcgda.dad@hub.nic.in / hqadmin3-legal@cgdamail.org (Zimbra)

No. LC/3024/Court Case/Misc/71

Date : 18.10.2017

To

All PCsDA / PCA(Fys) / CsDA / CsFA

Subject: - Quarterly Report on payment of Legal Fee Bills in r/o Govt. Counsels -reg.

Reference is invited to the HQrs Circular of even no. dated 28.08.2017 wherein instructions were issued for timely processing of Government Counsels' Legal Fee bills. Now the MOD (Fin) has desired that an MIS should be put in place for compilation of data relating to Legal Fee bills and also to ensure timely processing of such bills on regular basis.

2. It is, therefore, requested to furnish the details relating to Legal Fee bills preferred by Govt. Counsels and processed in your office on Half-Yearly basis starting from HYE 9/2017 {*Half Yearly Reports for HYE March & September may reach the HQrs Office in the first week of April & October*}. The report for HYE 09/2017 (*1st report*) may be forwarded at the earliest. The format for report is attached.


(Kavita Garg)
Sr. Dy. CGDA (AN)

Copy to:-

✓ The Officer i/c
IT&S Wing

- for uploading on website.

Half-Yearly Report on Payment of Legal Fee Bills in r/o Govt. Counsels.
{ To be submitted for HYE March & September each year }

Part-I :- Details of Legal Fee Bills processed during the Quarter under Report

| Sl. No | Name of Govt. Counsel | Case No. & Name of Court | Bill No., Date & Amount claimed (Rs) | Billing Period (dates from-to) | Date of Receipt of Bill in the Office | Date of Release of payment to Govt. Counsel | Amount paid to Govt. Counsel (Rs) | Remarks/ Reasons for delay, if any |
|--------|-----------------------|--------------------------|--------------------------------------|--------------------------------|---------------------------------------|---|-----------------------------------|------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 1 | | | | | | | | |
| 2 | | | | | | | | |

Part-II :- Details of conveyance charges paid to Officers/Staff for attending Court Cases

| Total No. of Offices & Staff posted in Nodal/Legal Section | Total Amount of Conveyance / Other Charges paid to Legal Cell Officers & Staff for attending court cases during the Quarter under report. (in Rs) |
|--|---|
| | |

Signature
Nodal Officer / GO (AN)