


## Office of the Controller General of Defence Accounts

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No. AN-I/1466/1/R.M. Awards/2016

Date:  June, 2016

To,

All Principal Controllers & equivalent  
All Controllers & equivalents  
Dy.CGDA (AN) (Local)


**Subject: "Raksha Mantri Awards for Excellence" for the year 2016.**

Please find enclosed a detailed "Motivation Scheme for the Defence Accounts Department" for the year 2016.

2. The process of selecting awardees for the year 2016 at the level of Principal Controller/Controller etc. may be completed by 25<sup>th</sup> July 2016. For "Raksha Mantri Awards for Excellence" to be decided by the CGDA, nominations may be made in the format prescribed, in soft and hard copy form (3 copies) and mailed directly to Jt. CGDA(Admin). Nominations for the "Raksha Mantri Awards for Excellence" for the year 2016 should reach HQrs. office latest by 01<sup>st</sup> August 2016. Two passport size photographs, bio data (in not more than 100 words) and a write up in bulleted form (not more than 50 words) in respect of each nominee/team may also be forwarded.

3. It is further requested that the time schedule prescribed above may kindly be strictly adhered to failing which, it may not be possible to consider the nominations received after the closing date.

4. The detailed guidelines of the scheme may be given wide publicity and placed on websites etc. The scheme has also been placed on the CGDA's website at [www.cgda.gov.in](http://www.cgda.gov.in). The expenditure on the scheme would be made from the head DAD-Pay and Allowances.

  
(SC Bansal)  
A. C.G.D.A.(Admin)

**Copy to:**

1. SPS to CGDA - For kind information of CGDA
2. Addl. CGDA (SKK)/ Addl.CGDA (NN)/ Addl.CGDA (VP)/ Addl.CGDA (PNS)
3. All Jt.CsGDA
4. AN-III/ AN-IV Section (local)
5. EDP Centre (local) - for placing the circular on the CGDA's website.

  
(SC Bansal)  
A. C.G.D.A.(Admin)

