



कार्यालय रक्षा लेखा महानियंत्रक
उलन बटार रोड, पलाम, दिल्ली छावनी- 110010
Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt – 110010
(Inspection Cell)



No.13125/Insp. Cell/Imp. Circular/2023

Dated: 07.03.2023

To

All PCsDA/CsDA

Subject: Non implementation of policy guidelines on inspection of DAD offices.

Reference: HQrs Office Important Circular No.13125/Insp Cell/06-07 dated 28th June 2006 and No.13125/Insp. Cell/Imp. Circular/2019 dated 18th July 2019.

Policy guidelines in regard to inspection of DAD offices and the follow-up action to be taken on the inspection carried out by HQrs Office have been laid down in this HQrs Office letter dated 28.06.2006 and 18.07.2019 referred to above. It has, however been observed that the guidelines are not being strictly adhered to by most of the PCsDA/CsDA offices.

2. According to the above policy guidelines, following actions are required to be taken by the PCsDA/CsDA and necessary reports rendered to HQrs Office:


- (a). A monthly follow-up action report to be submitted, with the approval of PCsDA/CsDA, after receipt of inspection reports from HQrs Office.
- (b). A quarterly presentation to HQrs Office on the items of inspection report not yet settled and the reasons thereof, till settlement of all the items, if adequate efforts not done by the offices concerned.
- (c). Submission of Annual programmes for inspection of sub-offices / section in main office to HQrs Office and after completion of each such inspection

sending an Executive Summary of the deficiencies noted during these inspections.

(d). Submission of quarterly action taken report to rectify the deficiencies observed in their internal inspections.

3. It is requested to ensure adherence to the instructions issued vide this HQrs Office letter dated 28.06.2006 and 18.07.2019 and to furnish necessary reports as called for therein.

This issues with the approval of Addl. CGDA (Inspn).


(Dr. Jayaraj Naik)
Jt. CGDA (Insp)

Copy to:

- i) PS to all Addl. CGsDA
- ii) PS to all Sr. Jt. CGsDA/Jt. CGsDA
- iii) All officers & Section in HQrs Office
- iv) IT & S Wing (Local)

} for kind information please.

- with the request to upload on CGDA website.


(V. Srinivasan)
ACGDA (Insp)