



रक्षा लेखा प्रधान नियंत्रक) मध्य कमान (करियप्पा मार्ग, लखनऊ छावनी 226002-
Principal Controller of Defence Accounts (Central Command) Cariappa Road,
Lucknow Cantt.- 226002

कार्यालय फोन सं 2453038-0522-सं फैक्स कार्यालय/2451084-0522-
Office Phone No.-0522-2451084/Office Fax No.-0522-2453038
E.Mail- pcdaccan1a.dad@gov.in



Circular

AN/1A/1004/Misc

Dated: 01.06.2021

To,

The Officer-In-Charge

All sections of Main Office,

All Sub Offices under PCDA (CC) Lucknow

(Through Website)

Subject: - Submission of bills/claims through fax/e-mail or any other mode of communication upto 31st July 2021..

Please find enclosed HQrs office letter no AN/Coord/3012/Circular/Vol.VIII, dated 25.05.2021 for information and compliance at your end.

Encls:- As Above

Accounts Officer (AN)

Copy to-

The O I/Cells

-: for uploading the same on website

OA Cell

Accounts Officer (AN)



'हर काम देश के नाम'

रक्षा लेखा महानियंत्रक

Controller General of Defence Accounts

उलन बटार रोड, पालम, दिल्ली छावनी-110010

Ulan Batar Road, Palam, Delhi Cantt.-110010

Ph: 011-2566703, Fax : 25674806 e-mail :

aniii.cgda@nic.in



No.AN/Coord/3012/Circular/Vol.VIII

Dated : 25.05.2021

To

All PCDAs/PCA(Fys.)/PIFAs
CDAs/ CFAs(Fys)/IFAs/RTCs
(through CGDA website)

Sub: Submission of bills/claims through fax/e-mail or any other mode of communication upto 31st July 2021.

Please refer to HQrs. Circular dated 27th March 2020 vide which decision of the competent authority was conveyed for submission of bills through FAX/e-mail or any other mode of communication upto 31st March, 2020 followed by extension of provision upto 31st May, 2020, 30th June 2020 and subsequently upto 30th September, 2020.

2. Now, the competent authority has decided that the subject relaxation to be extended upto 31st July 2021 in view of current situation due to the pandemic subject to observance of following provisions and all necessary audit checks:

- (i) The claims/bills/cash assignments etc. should be submitted by the Executive authorities/Units to the paying authorities using official e-mail ID only. PCDA/CDA offices may admit such claims subject to fulfillment of all audit requirements. This will be followed by ink signed copies of the bills/claims/cash assignment and other documents. Suitable mechanism may be established to watch the receipt of ink signed copies of bills/claims or any other documents to avoid any duplicate payments.
- ii) In case of erroneous receipt of such bills/claim etc. pertaining to other paying authorities i.e, PCDA/CDA/Area Accounts Offices (AAO), should be forwarded to respective offices of PCDA/CDA/Area Accounts Office's to avoid any duplicate payment.
- iii) The Executive Authority/Unit will authenticate the copy of the claims/bills etc. submitted by the vendor under their signature and affix a certificate on the body of the bill to the effect that this is the first payment against the

for rec. action M:

[Signature]
22/5

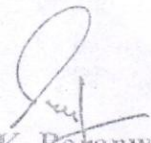
[Signature]
22/05/2021

*P/16
Ap (AAO)
Pl ensure that
All concerned
sections may
note for compliance*

*81-71
31/05*

claim and under no circumstances this claim will be presented in future for payment again.

- iv) A certificate will be affixed on body of the original bill to the effect that this bill has already been claimed through digital mode alongwith reference number and date of submission through online/e-mail should be furnished.


(G.K. Bakanwal)
Sr. Dy. CGDA(AN)

1. AN(Pay) Local : For similar action as above.
2. IT& S Wing(Local) : With a request to upload on CGDA's website.
3. MoD(Fin) O2P Div. : For information w.r.t their ID No.231(8)/DFPDS/COVID-19/2020(Pt.-1) Dated 21st May, 2021.
4. DAD(Coord), MoD(Fin) : For information.

(G.K. Baranwal)
Sr. Dy. CGDA(AN)