



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



150

CGDA

AN/II/1331/Budget 2022-23

**THROUGH MAIL**

Dated: 05/06/2023

To,

The Officer In-Charge,

1. All PAOs
2. All AAOs (CC)
3. All AO/AAO GEs
4. IT&S Section (Local)

OA cell  
LIII

Subject:- Key Performance Indicator (KPIs) Report: Forwarding of data thereof

Reference:- This office letter of even no. dated 13.04.2023

-X-

Kindly refer to this office letters cited under reference on the subject matter.

2. In this context, it is intimated that as there is **no allotment to AO GEs under head "Office Expenses"**, requirement of the above report from the same is **withdrawn herewith**.
3. Regarding progress of DAD Projects at various stations (Prayagraj, Faizabad and Kanpur station), it is requested to kindly submit the **monthly progress and expenditure report in respect of ongoing "Project Work" at respective station latest by 1<sup>st</sup> working days of every month positively**.
4. Regarding % of GeM procurement made out of 'Office Contingency' in every month, report may be submitted to this office report in the following format by 1<sup>st</sup> working days of every month by PAOs and AAOs (CC) of the command:-

OB	RECEIPT	DISPOSAL	CB	OLDEST DATE	TOTAL BILLS CLEARED WITHIN 07 WORKING DAYS	MARKS

5. While preparation of report, **all the procurements made during the month through GeM portal and monthly/quarterly/half-yearly/yearly payments of all contracts concluded on GeM portal may please be included therein**. The report may please be **submitted to this office on 1<sup>st</sup> working day of the next month positively through mail at [pcdacan2.dad@gov.in](mailto:pcdacan2.dad@gov.in)** so that consolidated report may be submitted to AN 1A section for further action.

6. For further clarification on methodology for submission of report, please refer to this office **AN 1A section letters issued to your office from time to time and HQrs office letter no. Coord/13002/KPIs/2023 dated 20.03.2023 (available on CGDA website)**.

The matter may kindly be accorded "TOP PRIORITY".

[VIJAY KUMAR]  
ACCOUNTS OFFICER (AN-2)

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ACCOUNTS OFFICER (AN-2)

Copy to:-

OA Cell  
(Local)

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