

URGENT

Office of the Principal Controller of Defence Accounts
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EDP/MECH/Gen-corr

Dated: 04/01/2019

To

The Officer-in-Charge

Stores Section/Misc. Section/E Section/An II
(local)

Subject: Bank Account Details- Office Automation.

Please refer to Hqrs important circular No: AT-Coord/13039/Vol.VI dated 3.12.2018, it is informed that the request of addition of bank account number details in the OA system should be submitted through NEFT Mandate form duly signed/approved by the concerned bank authorities.

Further, Group Officer approval should be obtained before sending the NEFT mandate to EDP if the vendor changing the bank account number.

G.O (E.D.P) has seen.

Encl: Hqrs circular dated 3.12.2018


Sr .Accounts Officer (EDP)