

**IMPORTANT CIRCULAR**

**No AN/III/2141/MPR REP/I**

O/o the Pr. Controller of Defence Accounts  
107, Lower Agram Road, Agram Post  
BENGALURU - 560 007

**Dated: 10/12/2018**

To

1. The AO GE [South] Bangalore
2. The AO GE [Central] Bangalore
3. The AO GE [North] Bangalore
4. The AO GE R&D [East/West] Bangalore
5. The AO GE Belgaum
6. The AO GE [NW], Vasco, Goa

**SUB: Monitoring of DAD Works/Services - Rendition of Monthly Progress and Expenditure Return**

\*\*\*\*\*

Please refer to this office letter under reference, vide the ibid letter this office requested to furnish Monthly Expenditure Return for DAD Works/Services in the prescribed format **by 2<sup>nd</sup> day of the following month** to which the report pertains so as to forward a consolidated report to HQrs Office within the stipulated date. Of late, the Reports are not being received, thus, submission of report to HQrs is held up for want of the same.

Hence, it is requested to submit Monthly Expenditure Returns for DAD Works under MH 4059 -Capital Outlay on Housing, MH 4216 - Capital Outlay on Housing, MH 2059 - Maintenance of Office Building & MH 2216 - Maintenance of Residential Buildings for which funds are allotted in the current financial year 2018-19 in the enclosed standardized format by 2<sup>nd</sup> day of the following month to which the report pertains to this office positively so as to forward a consolidate report to HQrs Office with the stipulated date. Before submitting the reports, adequate care may be taken to reconcile the expenditure reflected in the MER with the printed compilation of the concerned month and a certificate to this effect may be endorsed on the MER.

Submission of above monthly report by 2<sup>nd</sup> day of every month may kindly be noted in your Reports and Returns Register and Chart for regular rendition of the report without fail.

-sd/

**[SANDEEP S P]  
ACDA [AN]**

Copy to:

1. The Officer I/c  
'E' Section LOCAL
2. The Officer I/c  
'O&M' Section LOCAL
3. The Officer I/c  
'OA' Cell LOCAL

} For information please

V.S. Nayak  
**Sr. Accounts Officer [AN]**