

O/o PCDA, BANGALORE  
EDP CENTRE, LOWER AGRAM ROAD, BANGALORE - 560 007  
PHONE NO.(080) 25578338, E-MAIL: cda-blor-@hub.nic.in

To

No. EDP/MECH/43/FC  
DATE: 23/03/2015

ALL PAOs under PCDA, Bangalore  
ALL AO GE Offices  
ALL DAD HAL Offices under PCDA Bangalore  
ALL Sections in Main Office

Sub: Annual Closing of Accounts for the Year 2014 - 2015.

The schedule for dispatch of Punching Medium Data for the month of March 2015 has been received from Hqrs. Office. As per Hqrs. directions it may be ensured that all Punching Medium raised during the month are included in the same month and sent to this centre on or before the prescribed due dates, by strictly adhering to the time schedule.

Month	Date by which Data should reach PCDA, Bangalore	Date by which Data should reach CGDA, New Delhi
March 2015 (Preliminary)	14/04/2015	20/04/2015
March 2015 (Supplementary)	27/04/2015	30/04/2015
March 2015 (Supplementary Corrections)	12/05/2015	18/05/2015
Time window for March Supplementary Correction Account (March Final)	15/05/2015	18/05/2015

**AUTH:** HQrs. Letter No. A/I/113311/ACA/2014-2015 dated 16/03/2015.

Please acknowledge receipt over the signature of the Head of Office / Section.

*W. Bhatnagar*  
GO (EDP)