

Important Circular

No A/I/10844/PM
O/o PCDA
107 Lower Agram Road
Bangalore – 7
Date 29/12/2016

To

All Audit Sections In Main Office and All PAOs under PCDA Bangalore

Sub: Monthly Certificate of Review of Sectional compilation –
Regarding

HQrs office in letter No A/I/13640/Rev of Sec Comp dated 23/11/2016 have intimated that in some cases the closing balance of un compiled accounts/oldest month /month wise breakup of accounts are not being correctly worked out/given in the reports.

Further in some of the cases Review of Sectional Compilation is being issued with the signature of SAO/AO apparently without showing the same to Head of office.

It is therefore, requested that this certificate in future should be forwarded to **Main Office Accounts I Section** by 2nd of following month of the compilation by FAX or through Zimbra Mail duly complying with this requirement.

Please acknowledge receipt of this letter and confirm action.

Copy to:

OA Cell EDP Center (Local)

For uploading the circular in PCDA Bangalore web site


ACDA (A/cs)


SAO (A/cs)