



MOST IMPORTANT CIRCULAR

	<p>कार्यालय: रक्षा लेखा प्रधान नियंत्रक PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS सं. 107, लोअर अग्रम रोड , अग्रम पोस्ट , बेंगलूर - 560 007 NO. 107, LOWER AGRAM ROAD, BANGALORE – 560 007 फोन नं./Phone No. - 29710474, 29710475 फैक्स नं./Fax No. - 29710132</p>	
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Accounts Circular No.63

Date-23 -03-2023

To,

All Sub Offices (as per standard list)
All Audit Sections (in Main Office)

Sub: E-Payment Report for FY. 2022-2023– reg

Ref: HQrs letter No. A/III/13385/Review-R&R
Dated 11/03/2020

With reference to HQrs letter cited above, all the sections (in main office) and all the sub offices under PCDA, Bangalore may please ensure that the Annual consolidated E-Payment report for the Financial Year 2022-2023 (from April 2022 to March 2023) in the prescribed format may be rendered to Accounts Section of this office **before 5th April 2023 without fail.**

This may be accorded **“TOP PRIORITY”**

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ACDA (A/Cs)

Copy to:

EDP (Local) - for uploading on PCDA Bangalore Website.



Accounts Officer (A/Cs)

Particulars of the PCD/A/CBA

Details of payments made through Cheques during the

Sl No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Particulars of the Units/Formations in respect of which paper cheques issued	Imprest Account No of the Imprest Holders in which accounts payment was authorised by issue of cheques	Amount	Nature of payment	Reasons for the payments by cheques
1	Placements of funds to the Units/Formations on Cash Requisitions e.g. PAO's Advance (018/65), Imprest Holder's Advance (018/60), Permanent Imprest (020/93) and Imprest Advances of other nature						
2	Payment of Pay and Allowances and personal claims of Service personnel/Defence civilians/civilian etc in Public Fund Account of the Units/Formations or otherwise	Particulars of the Section / Sub-Office authorizing payments through cheques	Particulars of the Units/Formations in whose Public Fund Account Cheques issued	Public Account in which payment was authorised by issue of cheques	Fund Number	Nature of payment	Reasons for the payments by cheques
				A/C No	Amount		

Particulars of the PCDA/CDA office

Details of payments made through Cheques during

SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
3	Payment of Pay and Allowances and personal claims of the DAD employees			
SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
4	Payment to vendors /contractors/suppliers			
SI No	Nature of transactions	Number of DPDOs authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
5	Pension payments by the DPDOs			
SI No	Nature of transactions	Particulars of the Section / Sub-Office authorizing payments through cheques	Nature of payments by issue of cheques	Reasons for the payments by cheque
6	Any other payments not covered above			