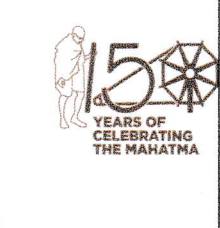
	<p style="text-align: center;">रक्षा लेखा नियंत्रक (सेना) CONTROLLER OF DEFENCE ACCOUNTS (ARMY) बेल्वेडियर परिसर, आयुध पथ, मेरठ छावनी - 250001 Belvedere Complex, Ayudh Path, Meerut Cantt-250001 0121-2794357 फ़ैक्स संख्या Fax Nos. 0121-2646254, 2646216 ई-मेल आई.डी./e-mail id: oandmcdaarmy.dad@hub.nic.in</p>	
---	--	---

No. O&M/HQrs/ImpCorres

Dated: 23/10/2023

To,

- (i) All IDAS Officers (under this command)
- (ii) All sections of Main Office
- (iii) All sub-offices

Sub: Monthly report on Functional Parameters.

XXXXXXXXXXXXXXXXXX

Please find enclosed herewith, Hqrs office DO letter No. AT-Coord/13167/Vol II dated 16th Oct 2023, which is self explanatory for adherence please.

2. The Hqrs Office has selected the following areas which require your personal engagement and commitment:

- (a) Clearance of all claims (third party and personal claims) within 7 days, using the FIFO method and minimizing return claims/bills.
- (b) Implementation of randomization of bills within command.
- (c) Expeditious implementation of e-Raksha and Project Biswas, recently launched by Hon'ble RM on DAD day.
- (d) Monitoring the PAOs using the performance matrix and based on decisions taken in PAO workshop held in July 2023.
- (e) Ensuring that all grievance are attended to on priority and resolved (**not disposed**) in a timely and effective manner.
- (f) Organizing of Innovative SPARSH outreach programmes under your jurisdiction.
- (g) Upkeep and proper maintenance of substantial assets in terms of office & residential accommodation and transit facilities/guest houses.
- (h) All cyber related guidelines must be implemented and any cyber incidents are dealt with on priority.

3. The Hqrs Office has desired a monthly report on above key aspects, along with any other important initiative taken by the office. The Hqrs Office has also directed to communicate these functional parameters to all, particularly IDAS officers so that their annual appraisal is conducted in a more objective and focused manner.

4. In view of above it is advised to focus on these parameters and forward monthly report in attached format on the above key aspects by 25th of each month through email only (email id: oandmcdaarmy.dad@hub.nic.in) so that the desired information/report may be forwarded to Hqrs Office

Please accord utmost priority.

Encl: As above


 Dy. Controller

Important aspects of our functioning, which require personal engagement and commitment regarding.									
SN	key aspects	Present Status							
		OB	R	T	D	Returned bills	CB	OD	Remarks
1.	Clearance of all claims (third party and personal claims) within 7 days, using the FIFO method and minimizing return claims/bills.								
2.	Implementation of randomization of bills within command.	Present Status							
3.	Expeditious implementation of e-Raksha and Project Biswas, recently launched by Hon'ble RM on DAD day.	Present Status							
4.	Monitoring the PAOs using the performance matrix and based on decisions taken in PAO workshop held in July 2023.	Present Status							
5.	Ensuring that all grievance are attended to on priority and resolved (not disposed) in a timely and effective manner.	OB	R	T	D	No of grievances which have been attended on priority and resolved (not disposed) in effective manner	CB	OD	Remarks
6.	Organizing of Innovative SPARSH outreach programmes under your jurisdiction.	Present Status							
7.	Upkeep and proper maintenance of substantial assets in terms of office & residential accommodation and transit facilities/guest houses.	Present Status							
8.	All cyber related guidelines must be implemented and any cyber incidents are dealt with on priority.	Present Status							

एस जी दस्तदार, भार.ले.से.

S. G. Dastidar, IDAS

रक्षा लेखा महानियंत्रक

CGDA



सत्यमेव जयते



रक्षा लेखा महानियंत्रक

Controller General of Defence Accounts

उलान बटार रोड, पालम

Ulan Batar Road, Palam

दिल्ली छावनी - 110010

Delhi Cantt - 110010

दूरभाष / Tel : 011-25674782, 20893002

फैक्स / Fax : 011-25674776

ईमेल / Email : dastidarsg@nic.in

No. AT-Coord/13167/Vol.II

Dt- 16th Oct, 2023

Dear Sh. Tajirai,

I take this opportunity of writing to you regarding important aspects of our functioning, which require your personal engagement and commitment.

2. These areas are-

- (a) Clearance of all claims (third party and personal claims) within 7 days, using the FIFO method, and minimizing return claims/bills.
- (b) Implementation of randomization of bills in your office and sub offices within your own command.
- (c) Expeditious implementation of e-Raksha and Project BISWAS recently launched by Hon'ble RM on DAD Day.
- (d) Monitoring the PAOs using the performance matrix already in place and based on the decisions taken in PAO workshop held in July 2023.
- (e) Ensuring that all grievances are attended to on priority and resolved (not disposed) in a timely and effective manner.

4. SPARSH is an important Departmental initiative under PCDA (P) purview. However, all PCDA/CDA can assist in its successful implementation and sustenance by providing adequate support to SPARSH service centers and actively grievances that require PAO/ Pay section/ LAO/AO GE intervention. Innovative SPARSH outreach programmes can also be organized under ^{your} jurisdiction.

5. The Department has also created substantial assets in terms of office & residential accommodation and transit facilities/guest houses. Their upkeep and proper maintenance is an important aspect of your administrative responsibility.

Contd....2

:2:-

6. Cyber security is a continuing challenge for all Government Departments. Therefore, it is essential that all cyber related guidelines are strictly implemented and any cyber incidents are dealt with on priority.

7. I would expect a monthly report from you on these key aspects, along with any other important initiative taken by you. These functional parameters must also be communicated to those under your command, particularly IDAS officers, so that their annual appraisal is conducted in a more objective and focused manner. X

8. Department has already taken rapid strides towards the digitization and modernization of Defence Accounts management in line with the Digital Bharat Mission of the Government to improve efficiency and provide effective service delivery. With an eye on the future, we should continue our efforts to innovate and chart a futuristic course of action.

With best wishes.

Yours sincerely,

S. G. Dastidar

(S.G. Dastidar)
CGDA

Shri T.K Jajoria, IDAS
CDA (Army)
Ayudh Path,
Meerut-250001