



रक्षा लेखा नियंत्रक, रिज रोड जबलपुर -482001

Controller of Defence Accounts

Ridge Road, Jabalpur 482001

E-mail ID: cda-jbl@nic.in

Phone No-076126 08012



No. : A/II/2501/Suspense/2020-21

Date: 17/06/2020

To

The Officer-In-Charge

- (i) All PAOs
- (ii) All Audit Section Main Office
- (iii) All Sub-Offices

Sub:- Action Plan on the Short Term and Long Term Targets of Accounts & Budget Section.

Ref:- HQrs office letter No. A/I/12273/Targets/2019 Dated: 06/05/2020.

One of the targets set by HQrs office for speedy clearance of Suspense Heads in a time bound manner. In this regard, a short term and long term targets have been set up for liquidation of under mentioned suspense balances. The prescribed date for clearance of different Suspense heads is as under.

Sl. No.	Description	Due date for furnishing the report to this office	Remarks
1.	All the current period suspense i.e. suspense generated during the period 2019-20 may be cleared and brought to Nil to the extent possible as a short term targets.	By 30.09.2020	Report may be furnished within the due date so as to furnish the consolidated report to the HQrs Office.
2.	All the suspense heads of all previous years may be identified and action plan for clearance of the same may be worked out under intimation to this Section.	By 31.10.2020	
3.	Previous year suspense may be targeted as a Medium Term Target.	From November 2020 onwards.	
4.	For the situation where suspense cannot be cleared due to non availability of records may be taken up with concerned authorities i.e. RBI/SBI for clearance of the same.	By 31.12.2020	It may be ensured that cases where records are not readily available may be identified well in advance.
5.	Through analysis of progress made in last year will be done for Medium Terms Targets and all suspense probably may be cleared by the deadline.	By 30/09/2021	Report must be furnished within the due date so that consolidated report may be furnished to the HQrs Office.



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2. In view of the above, it is requested to carry out scrutiny of different Suspense Heads at your end to identify the outstanding balances so as to achieve both short and long term targets set up by HQrs Office. It must be ensured that all '**Target Report**' must be submitted well before due date so that a consolidated reply could be furnished to the HQrs Office.

3. Please accord "**Top Priority**".

4. GO (A/Cs) has seen.

(Y. Mishra)

Sr. Accounts Officer (A/Cs)

Copy to:-

The Officer-in-Charge : for uploading the same in the CDA Jabalpur website for information to
OA Cell (Local) all concerned please.

(Y. Mishra)

Sr. Accounts Officer (A/Cs)

ANNEXURE-"A"

Major Head	Previous years suspense balances lying outstanding up to 31/03/2019 (i.e. closing balances as on 31.03.2018 as per AROB 2018-19)		Clearance of previous years Suspense balances		Closing balance		Remarks, if any.
	Rt	Ch	Rt	Ch	Rt	Ch	
8551							
8659							
8670							
8672							
8677							
8782							
8787							
8788							