

कार्यालय रक्षा लेखा नियंत्रक रिज रोड जबलपुर: म. प्र. 482001

Office Of The CDA Ridge Road Jabalpur: M.P. - 482001

Web- cdajabalpur.nic.in e-mail- cda-jbl@nic.in Fax No. 0761- 2605622

Important Circular

No. AN/I/96/Gen/Vol. XV

Date: 26.03.2021

To,

All Group Offices (Local)

All SAOs/AOs (Local)

All sections (Local)

Subject: Opening of offices on Saturday and Sunday till completion of financial year 2020-21.

It has been decided by the Competent Authority that the office will remain open on all Saturday and Sunday till completion of financial year 2020-21. It is enjoined upon all concerned to clear pending work pertaining to their areas of assignment so as to reflect current status of work in the ensuing MPR and MBR.

2. Any laxity shown in clearance of pendency would be viewed seriously. All Officer-In-Charge of sections would ensure that the work pertaining to their sections are brought to current stage.
3. The contents of the circular may please be disseminated to all concerned for compliance please.
4. This issues with the approval of CDA.

Handwritten signature
SAO (AN)

Copy to:-

1. The Officer I/c, : For suitable arrangement for opening and closing of office.
AN-III, IV (Local)
2. The Officer I/c, : For suitable arrangement regarding smooth functioning of office
OA Cell (Local) automation on Saturday and Sunday (27/03/2021 and 28/03/2021) and
uploading the circular on CDA Jabalpur website.

Handwritten signature
SAO (AN)