



भारत सरकार
Government of India
रक्षा लेखा प्रधान नियंत्रक(द. प. क.) जयपुर
खातीपुरा रोड जयपुर 302012
PCDA (SWC) Jaipur

दूरभाष : 0141-23388467 फैक्स : 0141 - 23388463

Email : pcdaswc.cgda@nic.in



No./Accounts/1/105/Gen. Corr.

Date:- 28.03.2019.

To

All sections (Main Office)
All AoGEs

Subject: - Annual closing of accounts for the year 2018-19 & Submission of material for the
Compilation of Union Government Finance Accounts for the year 2018-19.

The copies of following letters on the above subject are enclosed herewith for
information, guidance and further necessary action please.

1. No./A/I/113/PM dated 28.03.2019.
2. स. लेखा/1/123/AROB/2018-19 dated 28.03.2019.

Encl: As above

Sr. Account Officer (Accounts)

Copy to:

EDP Section: For uploading on PCDA (SWC) website.

Sr. Account Officer (Accounts)



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स. लेखा/1/123/AROB/2018-19

Important Circular

दिनांक 28.03.2019

सेवा मे

प्रभारी अधिकारी
सभी स्थानीय अनुभाग तथा उप कार्यालय

विषय- Submission of material for the compilation of Union Government Finance Accounts for the year 2018-19 – IGAS-1 (Statment No. 4), IGAS-2 (St. No. 9), IGAS-3 (St. 3&15), Statement No. 11, Statement No. 5&13.

संदर्भ- मुख्यालय कार्यालय का दिनांक 22/03/2019 का पत्रांक सं. A/III/12273/Accounts/2018-19 (परिपत्र स. 145-03/2019).

उपरोक्त विषय मे संदर्भित पत्रांक द्वारा मुख्यालय कार्यालय से प्राप्त महत्वपूर्ण परिपत्र में वित्तीय वर्ष 2018-19 हेतु time schedule for preparation of Union Government Finance Accounts हेतु विभिन्न statements के प्रेषण हेतु दिनांक 03.05.2019 एवं statement no. 4 हेतु सुनिश्चित की हैं जिसकी परिपत्र प्रति आपके सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित हैं। उपरोक्त परिपत्र मुख्यालय कार्यालय की वैबसाइट पर उपलब्ध है।

रक्षा लेखा सहायक नियंत्रक (लेखा)

प्रतिलिपि:

✓ प्रभारी अधिकारी
EDP अनुभाग

वैबसाइट पर अपलोड करने हेतु।

रक्षा लेखा सहायक नियंत्रक (लेखा)



भारत सरकार
Government of India
रक्षा लेखा प्रधान नियंत्रक(द. प. क.) जयपुर
खातीपुरा रोड जयपुर 302012
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Important Circular



Date: -03-2019

No./A/1/113/PM

To

All Sections (Main Office)

All Sub-Offices

Sub: Annual closing of accounts for the year 2018-19.

As per direction by CGDA HQrs office Accounts Circular No. 144 of 03/2019 vide their letter no. A/I/13311/ACA/2018-19 dated 19-03-2019; the accounts of financial year 2018-19 will be closed in the following phases:


- March (preliminary)
- March (supplementary) (March Final)

Accordingly, there will be no manual account. March supplementary-1 will be treated as March Final Account. The closing date of Accounts for the FY 2018-19 is 31st March 2019. The following dates have been fixed for the submission of accounts for the financial year 2018-19.

Month's Accounts	Date by which last batch of Punching Medium to reach DDP/EDP Centre (with requisite certificates)	Date by which daily Punching Medium Data should be uploaded in the Compilation System of CGDA, computer Centre, Ulan Batar Road, Palam, Delhi Cantt-10 by EDP/DDP centres.	Date of closing of accounts by the CGDA computer Centre, Ulan Batar Road, Palam, Delhi Cantt-10 and dispatch of printed compilation to all concerned.
March (Preliminary)'2019	05.04.2019	09.04.2019	12.04.2019
March (Supplementary-I) (March Final)	18.04.2019	26.04.2019	01.05.2019
Time window for March Supplementary-I Accounts (March Final)	24.04.2019	26.04.2019	01.05.2019

S. No.	Item of Work	Due Date
1.	Submission of proposal for adjustment on Proforma basis outside the books of RBI	10.05.2019
2.	Last date for submission of Journal Entries through e-lekha	03.06.2019

The detailed guidelines for closing of accounts can be seen ^{download} in above mentioned circular on the website of CGDA HQrs cgda.nic.in.


Abhishek Sharma
Asstt. CDA (Accounts)

Copy to:

Officer Incharge

EDP Centre (Local):- for uploading on the PCDA website.