

Office of the Principal Controller of Defence Accounts (SWC), Jaipur

No. A/I/113/PM/2014-15

Dated 17.03.2015

To

All AO GEs,

Sub : Annual Closing of Accounts for the year 2014-2015.

Ref : HQrs Office letter No. A/I/113311/ACA/2014-2015 dated 16.03.2015.

As per guidelines by the CGA, MoF (Deptt of Exptr), the accounts of financial year 2014-15, will be closed in the following phases :-

- (a) March (Preliminary),
- (b) March (Supplementary): and
- (c) March Supplementary Corrections) (March Final)

Accordingly, there will be no Manual Account, March Supplementary Correction will be treated as March Final Account. However, 3 to 4 days time window for reporting any exceptional manual correction have been provided to the PCsDA/CsDA before finalizing of March Supplementary Correction Account (March Final) in terms of Para 29 of Defence Account Code, 2014. The following dates have been fixed for the closing of accounts for the financial year 2014-15.

Month's Accounts	Date by which last batch of Punching Medium to reach DDP/EDP Centre (with requisite certificates).
March (Preliminary) 2015	14.04.2015
March (Supplementary) 2015 (13 Accounts)	27.04.2015
March (Supplementary Correction) 2015 (March Manual)	12.05.2015
Time Window for March Supplementary Correction Account (March Final)	15.05.2015

It may be ensured that the prescribed dates are strictly adhered to.

Detailed instructions, given in HQrs ibid letter, are available at CGDA/PCDA(SWC)website.

It is requested to go through the above HQrs letter and adhere to the deadlines/instructions contained therein.

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Asstt. CDA (A/Cs)

Copy to -

✓ The O. I/C
EDP Section
(Local)

1. For necessary action please
2. Alongwith a photocopy of the HQrs Office letters cited under reference for uploading the same on PCDA(SWC)website

[Signature]
Asstt. CDA (A/Cs)