MOST IMPORTANT CIRCULAR

कार्यलय, रक्षा लेखा प्रधान नियुक्त (प. क.) चंडीगढ – 160 009
OFFICE OF THE PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS (WC)
CHANDIGARH-160009
दूरभाष संख्या: 0172-2741611-14, 2741990, 2740445 (EXT. 267)
Email:- pcdawc-accts.egda@nic.in.

NO: A/III/1489/MISC./LTC/PACKAGE DATED: - 07/05/2021

To

01. TO Area Accounts Office (PAY) WC
   Delhi Cantt.
02. Area Accounts Office (PAY) WC
   Pathankot
03. Area Accounts Office (PAY) WC
   Jalandhar Cantt.
04. PAO RRRC
   Delhi Cantt.
05. PAO 14 GTC
   Subathu
06. PAO PBG
   New Delhi
07. Officer – In – Charge
   AN – VI (Local)
08. Officer – In – Charge
   Pay Section (Local)
09. Officer – In – Charge
   T Section (Local)
10. Officer – In – Charge
   AN – V (Local)
11. All AO GE's

SUB: - FURNISHING INFORMATION IN R/O LTC CASH VOUCHER SCHEME.

REF: - HQ, Office mail DATED 05/05/2021 (AS SOUGHT FOR BY MINISTRY OF FINANCE, DEPT. OF EXPENDITURE OM NO. 12(2)/2020/E-II.A DATED 29/04/2021.

Report on the above subject up to the period 31/03/2021 is required to be submitted to HQ Office on 11/05/2021. As such it is requested to forward the requisite report on 11/05/2021 up to 14:00 HRS positively so that consolidated report can be forwarded in time to HQ Office.

The report may please be forward in the following format: -

<table>
<thead>
<tr>
<th>TOTAL NO. OF EMPLOYEES</th>
<th>NO. OF EMPLOYEES OPTED FOR LTC CASH VOUCHER SCHEME TILL 31/03/2021</th>
<th>TOTAL EXPENDITURE MADE UNDER THE SCHEME (THE SUM OF INVOICES SUBMITTED BY THE EMPLOYEES)</th>
<th>CASH PAYMENT / REIMBURSEMENT CLAIMED (DEEMED LTC FARE + LEAVE ENCASHMENT, IF ANY)</th>
</tr>
</thead>
</table>

Please ensure Compliance by due time.

ACDA (A/Cs)

Copy to: -

01. The Officer – In – Charge
    IT & S Section
    (Local) For uploading of this circular on PCDA's Website.

ACDA (A/Cs)