

# CONTROLLER GENERAL OF DEFENCE ACCOUNTS

ULAN BATAR ROAD, PALAM, DELHI CANTT – 10

No. AN/XII/18086/2/Vol. VI

Dated: 10 .05.2019

To

All PCsDA/CsDA  
PCA (Fys) Kolkata

**Sub: Implementation of Project e-Suchna: DAD Project report**

Ref: HQrs office letter No. AT-Coord/13002/Misc/e-Suchna dated 16.08.2018

Reference is invited to HQrs office letter dated 16.08.2018 cited at reference (uploaded on the website of CGDA) wherein it was decided to switch to paperless reporting system and PCsDA/CsDA/PCA (Fys) were requested to implement the e-Suchna application for submission of various report to HQrs office to reduce the reporting time and man-hour.

2. In this connection, it is intimated that, at present, following 03 reports have been configured on the e-Suchna portal for submission of report by PCsDA/CsDA related to DAD Projects and DAD Capital/Maintenance Budget:

Sl.	Name of the Report	Periodicity
i)	Progress Report in r/o DAD Projects of Perspective Plan	Monthly
ii)	Monthly Progress & Expenditure Report	Monthly
iii)	Hiring of Accommodations for offices of DPDOs (For CDA (PD) Meerut & CDA Chennai only)	Quarterly

3. In view of above, it is requested to **submit the above mentioned reports for the month of April 2019 onwards through e-Suchna portal only** and not through manual system of reporting. Rest of the instructions related to report will remain unchanged.

4. In case of any difficulty, the following may be contacted:

Email ID: cgdaprojects.dad@hub.nic.in  
Contact No.: 011-25665712 (Admin-XII Section)

5. It is further intimated that no manual system of reporting will be entertained for the above reports from April 2019 onwards.

6. Please accord Top Priority.

7. This has the approval of Sr. Joint CGDA (Admin).

  
(Mustaq Ahmad)  
Sr. Dy. CGDA (Admin)