
	<p style="text-align: center;">रक्षा लेखा महानियंत्रक कार्यालय CONTROLLER GENERAL OF DEFENCE ACCOUNTS उलान बटार रोड, पालम, दिल्ली छावनी - 10 ULAN BATAR ROAD, PALAM DELHI CANTT-110010 Ph. No. - 011-25665568 Email. admnx.cgda@nic.in</p>	
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No. AN/X/10047/3/2025

Circular

Dated: 05/02/2026

To

All PCsDA/CsDA

Subject: Transfer Establishment: DAD.

**Reference: HQrs office letters no. AN/X/10050/10/2014 dated 8/8/2014
and AN/X/10038/2/2024 dated 31/5/2024.**

Kind attention is invited to HQrs circular cited under reference whereunder detailed guidelines have been issued on forwarding of applications/representations for transfer on various grounds.

2. However, it is seen that representations/applications are being forwarded by Pr. Controller/Controller offices in a routine manner without adhering to guidelines issued by HQrs from time to time, which is causing lot of administrative inconvenience at HQrs and is accordingly viewed seriously.

3. The undersigned has therefore been directed to state that HQrs guidelines may kindly be adhered to while forwarding such requests to HQrs office. The undersigned has further been directed to state that no cognizance of routine applications received without specific recommendation of PCDA/CDA will be taken by HQrs office and such applications would be recorded without any action, the responsibility of reply to RTI/grievance received in this regard would rest with concerned PCDA/CDA.

This issues with the approval of Sr. Jt. CGDA (AN).



(Vinit Parashar)
Sr. ACGDA (AN)

Copy to:

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| 1. AN-IV Section (Local). | - | For information and compliance please. |
| 2. IT & S Wing (Local). | - | For uploading on website. |
| 3. Guard File. | | |

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(Vinit Parashar)
Sr. ACGDA (AN)