

	<p>रक्षा लेखा नियंत्रक 618, अण्णा सलाई, तेनाम्पेट, चेन्नई - 600 018 OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS No. 618, Anna Salai, Teynampet, Chennai - 600 018 वेतनअनुभागPAY Section Ph.: 044-24349980 Ext: 139 & 130 Fax : 044-24348142 Email: paycdachn.dad@hub.nic.in</p>	
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CIRCULAR

No.Pay/Tech/6050/Tulip /Corr.

Dt. 28th Jan 2022

To

All Units under CDA Chennai

Sub : Submission of Regular pay bills in respect of Defence Civilians-reg

Pay Bills in respect of Defence Civilians are being audited in Tulip and credited to individual's bank account by DBT (Direct Bank Transfer) through SBICMP. In order to credit the payment of salary by due date, the process of audit and uploading of payment details should be completed by 25th of each month. However, this office is unable to comply with the above time schedule due to delay in receipt of pay bills from the units/Fmns.

2. In this regard, necessary instructions have already been issued to units/Fmns for timely submission of pay bills. In spite of above, the pay bills are not being received in this office by due date . As a result, the credit of salary to individual's bank account is abnormally delayed. Hence, all Units/Fmns are requested to forward their regular pay bills so as to reach this office by 15th of each month. In case the bills are not received by above date, this office will not be held responsible for any delay in credit of salary to the beneficiary account.

3. The units/Fmns may submit single Pay bill consolidating all categories w.e.f. Feb 2022 onwards. While preparing consolidated pay bill, the details may be shown for officers & staff separately and their summary details at last page of the bill. However, the existing practice of sending separate pay bill for retirement and provisional payment cases shall continue.

4. In view of the above, all units/Fmns are requested to comply the above requirements and further to ensure that the pay bills are received in this office by 15th of each month for timely processing the pay bills for payment.


 Accounts Officer (Pay)

Copy to :EDP Section (Local)

- for uploading the same at CDA Website.


 Accounts Officer (Pay)