



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), ODISHA,  
PURI BRANCH, PURI**

**CIRCULAR**

No. WM/Gen.Misc./754

Dated : 24.08.2018

Reference is invited to this office Circular No. 1117 Dated 13.10.2017. It has come to the notice of this office that the instructions given in the said Circular are not strictly adhered to by all DAs/DAOs. Therefore it is once again instructed that absence from Headquarters by any DA/DAO for any reason should be intimated to this office, before leaving the Headquarters, through e-mail (dagacsectt@gmail.com/braepuri@cag.gov.in). Moreover, when the DAs/DAOs proceeding on leave, including Casual Leave, the scanned copy of the leave application should also be sent beforehand to this office through these e-mail.

Any DA/DAO found violating the above instructions will be liable for the consequences arising out of such violation in his/her Division besides disciplinary action as per Rules.

*R. Sarker*

Sr. Deputy Accountant General  
(Works Accounts)

To

All Divisional Accountants/Divisional Accounts Officers under the administrative control of Pr. A.G.(A&E),Odisha.