



कार्यालय रक्षा लेखा प्रधान नियंत्रक  
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**CIRCULAR**

No.T/1821/TADA/LTC/Advances

Dated: 12/05/2020

To

All the Unit Heads (Local/Outstation)  
(under PCDA, Bangalore)

**SUB : REFUND OF LTC/TADA ADVANCES**

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It is intimated that as per extant orders, the time limit for submission of adjustment claims against LTC/TADA advances drawn by officers/staff is as follows:

- (1) LTC Advance : within one month from the date of return journey.
- (2) TA/DA Advance : within fifteen days of completion of tour / rejoining duty if gone on leave immediately on completion of tour.

It is observed that adjustment claims on account of LTC/TADA advance availed by a number of officers/staff has not been received in this office within the above prescribed time limits.

Hence, Unit Heads are requested to advise the concerned officers/staff to refund the LTC/TADA advance immediately or before 26<sup>th</sup> May, 2020 through MRO with penal interest till date of payment. Failing which the advance will be recovered from the Pay and Allowances for the month of JUNE, 2020 with penal interest as applicable.

Matter may be accorded TOP PRIORITY

*sd/*  
(NIRMALA B. IYER)  
DY. CONTROLLER

✓ Copy to:  
EDP Cell, Local.

..... for forwarding the circular through e-mail to all units  
and uploading the same in the PCDA website.

*[Signature]*  
ACCOUNTS OFFICER (T)