

P-23001/1/2021-DAMA-CGA/E-15742/582
Government of India
Ministry of Finance, Department of Expenditure
O/o Controller General of Accounts
(DAMA Section)
Mahalekha Niyantarak Bhawan
E-Block, GPO Complex, INA, New Delhi

Email: dama-cga@gov.in
Dated: 27.03.2025

OFFICE MEMORANDUM

Subject:- Provisional Accounts for the Financial Year 2024-25-reg.

Provisional Accounts for the Financial Year 2024-25 are to be prepared and also published on CGA's website as per the Advance Release Calendar Schedule. As per time schedule issued vide OM No. P-23001/1/2021-DAMA-CGA/E-15742/574 dated 5th March 2025 (available on CGA's website www.cga.nic.in), last date for submission of March Supplementary-I (Sy-I) accounts is **1st May, 2025**. **The Statement of Central Transactions for 2024-25 is to be generated on the basis of Sy-I Accounts as in the previous years.** Accordingly, the Grant Controllers are once again requested to take this fact into consideration while preparing **Sy-I Accounts**.

(2) In case, certain transactions are found to be left out upto **Sy-I Accounts**, such transactions are also required to be intimated to the DAMA Section for incorporation in **Provisional Accounts** for 2024-25. Information of all such transactions should reach the DAMA Section **by 7th May 2025** in a balanced form and submitted in the format given below:-
(₹ in crore)

Grant No	Major Head*	Anticipated adjustments for 2024-25 [over and above March Sy-I]			
		Receipts	Rev. Exp.	Cap. Exp.	Public Accounts Disbursement

*If Grants Controllers have a further breakup, the same may be provided in a separate sheet (in the same format as above) as a balanced account.

(3) **For all such cases as narrated in para (2) above and reported to the DAMA Section, the Grant Controllers would be required to simultaneously process the Journal Entry (JE) proposals as well.**

(4) All responses should be sent by email to dama-cga@nic.in.

This issues with the approval of the Competent Authority.


(Narender Singh)

Dy. Controller General of Accounts (DAMA)

To

1. All Pr.CCAs/CCAs/CAs (with independent Charge) of Civil Ministries.
2. The Accountant General (Audit), Delhi I.P.Estate, New Delhi.
3. The Pay & Accounts Officer, Lok Sabha Secretariat, Room No 302, Parliament House Annexe, New Delhi.
4. Controller of Accounts, National Capital Territory of Delhi, A- Block Vikas Bhawan, I.P.Estate, New Delhi.
5. The Director (PA-II) Department of Posts, Dak Bhawan, Sardar Patel Chowk, Parliament Street, New Delhi.
6. The Director Accounts, Department of Telecommunication, Sanchar Bhawan, New Delhi.
7. The Director Finance (Accounts), M/o Railways, Railway Board, Rail Bhawan, New Delhi.
8. The Joint CGDA (Accounts & Budget), M/o Defence, Ulan Batar Road, Palam, New Delhi.
9. Director of Accounts, UT Daman & Diu and Dadra & Nagar Haveli.
10. Director of Accounts & Budget, O/o the Chief Pay & Accounts Officer, Andaman & Nicobar Islands Administration, Port Blair.
11. The Accountant General (A&E), UT Chandigarh, Sector 17, Chandigarh – 160017.
12. The Secretary (Finance), UT of Ladakh & Treasuries, Finance Department, UT Ladakh.
13. The Secretary (Pay & Accounts), Administration of Union Territory of Lakshadweep, Kavaratti -682555.
14. The Pay & Accounts Officer, Rajya Sabha Secretariat, Room No 201, Parliament House Annexe, New Delhi.
15. The Pr. Accounts Officer-cum Pay & Accounts Officer, President Secretariat, Rashtrapathi Bhawan, New Delhi.
16. The Pay & Accounts Officer, Election Commission of India, Nirvachan Sadan, Ashoka Road, New Delhi.
17. Sr. AO, Finance Accounts Section /Appropriation Accounts Section/ GBA, O/o CGA, Mahalekha Niyantarak Bhawan, for information.
18. SrAO, GIFMIS, O/o CGA with the request to upload OM on CGA's website.
