

**TRIPURA TRIBAL AREAS AUTNOMOUS DISTRICT COUNCIL  
OFFICE OF THE CHIEF EXECUTIVE OFFICER.  
KHUMULWNG : TRIPURA WEST.**

NO.F.3(9)/ADC/FIN/CASH/2016-17/Vol-I/ <sup>SL 350-460</sup> Dated, Khumulwng the 28/3/2017

To  
The .....  
.....  
All Drawing and Disbursing Officer,  
TTAADC, Tripura.

Subject:- Drawal of cheque to be issued by the Finance Branch of TTAADC on or before.  
29<sup>th</sup> March, 2017

Sir,

I would like to inform you that to avoid audit objection on the doubtful reflection of cash balance on 31<sup>st</sup> March, 2017, it has been decided by the authority to ensure issuance of cheques on account of placement of fund with different DDO's by 28<sup>th</sup> of March' 2017. So as to enable the DDO's to receive the cheques on or before 29<sup>th</sup> March, 2017 and get the amount credited to their account by 31<sup>st</sup> of March, 2017 positively so that no amount remain un-reflected in Cash Book on the day of financial year ending 2016-17.

You are requested kindly to depute preferably cashier/DA/special messenger of your establishment or an authorized person to receive the cheques at the Head Quarter (Finance Branch), TTAADC, Khumulwng likely to be issued your favour on 29<sup>th</sup> & 30<sup>th</sup> March, 2017. So as to ensure objectives in para-I above.

Scheduled date of delevery of Cheque.

1).North,Dhalai, South, Unakuti & Gumati District

On 29<sup>th</sup> March, 2017.

And

2).Khowai, West and Shipahijala Dist


On 30<sup>th</sup> March, 2017

Yours faithfully

  
Executive Officer (Fin.),  
TTAADC, Khumulwng.

Copy to :-

- 1). The P.S. to the Chief Executive Officer, Khumulwng for kind information.
- 2). The P.S. to Addl. Chief Executive Officer, TTAADC, Khumulwng for kind Information.
- 3). The OSD(Co-op & Sports), TTAADC, Khumulwng for kind information.
- 4). The P.S. to the Dy. Chief Executive Officer, TTAADC, Khumulwng for Kind information.
- 5). The Chief Engineer, PWD, TTAADC, Khumulwng for kind information.

  
Executive Officer (Fin.),  
TTAADC, Khumulwng.