

भारतीय लेखापरीक्षा एवं लेखा विभाग
कार्यालय महालेखाकार (लेखापरीक्षा)
छत्तीसगढ़, रायपुर



SUPREME AUDIT INSTITUTION OF INDIA
लोकहितार्थ सत्यनिष्ठ
Dedicated to Truth in Public Interest

INDIAN AUDIT & ACCOUNTS DEPARTMENT
OFFICE OF THE ACCOUNTANT GENERAL
(AUDIT) CHHATTISGARH, RAIPUR

दिनांक/Date 18/11/2025

OFFICE ORDER

Subject: - Booking of guest house of Office of the Accountant General (Audit), Chhattisgarh, Raipur at AG residential Colony, Raipur.

This order outlines the process and rules for booking the guest house located at the Accountant General (Audit), Chhattisgarh, Raipur residential colony.

How to Book a Room

All booking requests must be sent via email to "agauchhattisgarh@cag.gov.in" under copy to "esttnwelfare@cag.gov.in". The email should include the following information:

- **Guest Name:** The full name of the person staying.
- **Relationship to IA&AD Personnel:** How the guest is related to an IA&AD employee.
- **Duration of Stay:** The specific check-in and check-out dates and times. Please note that the standard check-out time is **10:00 AM**.
- **Purpose of Visit:** Whether the visit is for official or personal reasons.
- **Identity Proof:** The number of a government-issued ID card. A copy of the ID must be attached to the email.

Booking requests must be submitted at least **five days** before the intended check-in date.

Room Allotment Priority

Rooms will be allotted based on the following priority:

1. IA&AD officials on official tours.
2. IA&AD officials on transfer.
3. Family members and relatives of IA&AD officials.
4. Other central/state government and local administration officials.

पोस्ट – विधान सभा, जीरो पॉइंट, रायपुर, छत्तीसगढ़ – 492005

Post- Vidhan Sabha, Zero Point, Raipur, Chhattisgarh – 492005

फोन/Phone: 0771-2281401

फैक्स/Fax : 2582505

ईमेल/Email : agauchhattisgarh@cag.gov.in

Please note that if a senior IA&AD officer needs a room, you may be required to vacate your allotted room.

Important Policies

- **Maximum Stay:** Rooms can be booked for a maximum of **seven days**. No requests for extensions beyond this period will be granted.
- **Cancellations:** If you need to cancel a booking, please notify us by email at the earliest opportunity.

Rates for guest house accommodation

The rates of rent per day or parts thereof will be as follows:

Type of accommodation	IA&AD Personnel (on duty)	IA&AD Personnel (On transfer/ not on duty/ retired persons)	Near relations of the IA&AD personnel and officers of other government departments
	(1)	(2)	(3)
Double bedroom	Free	230/-	430/-
VIP Suites	Free	600/-	1200/-

In case of visiting IA&AD official has booked more than one room, the rent of other rooms(s) will be charged as per column (3) of above table.

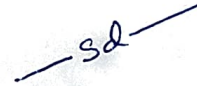
(Authority: Accountant General's order dated - 11/11/2025)


Sr. Dy. Accountant general (Admn.)

Copy forwarded to the following for information:

1. All offices of IA&AD
2. All IA&AS officers
3. Secretary to Pr. Accountant general (A&E) Chhattisgarh, Raipur
4. Secretary to Accountant general (Audit) Chhattisgarh, Raipur

5. Sr. DAG (AMG-II) Secretariat
6. DAG (AMG-I) Secretariat
7. Sr. Audit Officer/welfare, O/o Pr. AG (A&E), Chhattisgarh, Raipur
8. Notice Board.

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a 'D' and a horizontal line extending to the right.

Sr. Dy. Accountant general (Admn.)