

CONFIDENTIAL

**AN/I/700/B/55**  
OFFICE OF THE PCDA  
LOWER AGRAM ROAD  
BENGALURU  
DT: 01.02.17.

To,

ALL THE SUB OFFICES UNDER PCDA BANGALORE

*Sub: Quarterly Establishment Report:  
Ref: This office letter dt 25.10.16.*

It has come to the notice that some of the offices are not rendering the subject report on the staff strength showing the Authorised and posted strength of Gp 'A' , Gp 'B' & Gp 'C'. Hence, it is reiterated that the same may be rendered so as to reach this office by 1<sup>st</sup> week of April, July, October and January for our record and necessary action please.

  
Sr.Accounts Officer[AN]

COPY TO:

THE O I/C,  
EDP SN  
[LOCAL]

For uploading in the website please.

  
Sr.Accounts Officer[AN]