



कार्यालय: रक्षा लेखा प्रधान नियंत्रक
PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS
सं. 107, लोअर अग्रम रोड , अग्रम पोस्ट , बंगलूर - 560 007
NO. 107, LOWER AGRAM ROAD, BANGALORE – 560 007
फोन नं./Phone No. - 29710474, 29710475 फैक्स नं./Fax No. - 29710132



NO. AN/II/033/APAR/2019-20

DT: 04/11/2019

IMPORTANT CIRCULAR

To

1. All Sections in main office
2. All Sub offices under PCDA Bangalore

Subject: Introduction of SPARROW for completion of APARs in respect of all Sr. Auditors and Auditors in DAD

1. It has been decided to implement online system for writing APAR of Senior Auditors and Auditors in DAD from the reporting year 2019-20 using the software SPARROW. In this connection it is instructed to submit the details of Sr. Auditors/ Auditors serving in your office/section in the format prescribed in **Annexure A** positively by **22/11/2019**.
2. All Sr. Auditors/ Auditors are directed to apply for NIC email IDs and password immediately and get their Aadhar ID and Mobile number seeded in UIDAI data base. One time password (OTP) will be sent on mobile number registered with UIDAI for e-signing of APAR (AADHAR number and mobile number shall be linked with each other).

sd -
Manjula V S
Sr. Accounts Officer (AN)

Copy to
EDP Section

for publishing in PCDA Bangalore website

V.S. Manjula
Manjula V S
Sr. Accounts Officer (AN)

ANNEXURE A

SI No.	
Account No.	
Shri/ Smt/ Kum	
Employee Name	
NIC Email ID	
Gender	
Father's name	
Date of Birth (DD.MM.YYYY)	
Nationality	
Religion	
Category	
Service	
Aadhar No.	
Organization	
Organization from date	
Designation	
Designation joining date	
Type of appointment	
Appointment order date	
Mobile No.	
Present pay	
Level of Pay	