



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



NO. AN/II/033/APAR/2022-23

DATE: 11/04/2023

Through WEB SITE/ E-MAIL ONLY

REMINDER-I

To,

The Officer In-Charge,
All Sub offices under PCDA Bangalore,
All Sections in Main Office.

Sub : APARs/MTPARs- Details in respect of Group "B" and "C" officials.

Ref: AN/II/033/APAR/2022-23 dated: 12/01/2023

This is with reference to this office letter cited above wherein details for updation of workflow in SPARROW in respect of Group "B" and "C" [Non Gazetted] officials were called for (copy enclosed).

It is seen that some of the offices/sections are yet to forward the requisite information in the prescribed format.

It is therefore once again requested to forward the said details by 13/04/2023 to this office for the doing the needful.

The leave details for the period from 01 April 2022 to 31 March 2023 may also be provided in the prescribed format for necessary action at this end.

(V Kavitha)
Sr Account Officer(AN)



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फोननं./Phone No. - 29710474, 29710475 फैक्सनं./Fax No. - 29710132



NO. AN/II/033/APAR/2022-23

DATE: 12/01/2023

Through WEB SITE/ E-MAIL ONLY

To,
The Officer In-Charge,
All Sub offices under PCDA Bangalore,
All Sections in Main Office.

Sub : APARs/MTPARs- Details in respect of Group "B" and "C" officials.

It is requested to convey the Reporting/ Reviewing/ Accepting Authority as per the format given below for all Group "B" and "C" officials serving under your office for the year 2022-23. The details of Transfer out/superannuation/Transfer within Office during the period from 01/04/2022 to 31/01/2023 may also be furnished by mail with leave details and Training-programme(if any) attended by the officials.

SI No	Name of Group "B" and "C" officials/ Designation/ Personal No	Reporting officer/ Name/ Personal No	Reviewing officer/ Name/ Personal No	Accepting Authority/ Name/ Personal No

SI No	Name	Nature of Leave	No. of days	Period		Whether		Post sanctioned on PA
				From	To	Pre sanctioned	Post sanctioned on MC	

The Details may please be furnished on or before 31.01.2023 so as to initiate the APARs/MTPARs timely.

The leave details for the month of 01Feb 2023 to 31March 2023 may be provided in the above format by 1st week of April 2023.

Sr Account Officer(AN)