



कार्यालय, रक्षा लेखा महानियंत्रक  
Office of the Controller General of Defence Accounts  
उलान बटार रोड, पालम, दिल्ली छावनी - 110010  
Ulan Batar Road, Palam, Delhi Cantt.-110010  
Tele No. 011-25665636 Fax No. 011-25674781



No. AN-1/3533/5/PF/1

Date: 13.02.2023


To

PCDA (CC), Lucknow

**Subject: Appointment of Shri Pankaj Upadhyay, IDAS (2010) as Deputy Secretary in the D/o Bio-Technology, Delhi - reg.**

Shri Pankaj Upadhyay, IDAS, presently posted as Addl. CDA in the O/o PCDA (CC), Lucknow, has been selected for appointment to the post of Deputy Secretary in the D/o Bio-Technology, Delhi under the Central Staffing Scheme for a period of four years from the date of assumption of charge of the post or until further orders, whichever is earlier. The officer may therefore, be relieved on **17.02.2023** to enable him to take up new assignment.

2. The officer may also be requested that on joining the deputation post, he may inform his date of joining, correspondence address, and telephone nos. (Official, Residential & Mobile) and email id on [an1-pinklist.cgda@nic.in](mailto:an1-pinklist.cgda@nic.in) for updation of the Civil List.
3. TA and joining time as admissible under rules may be authorized to the officer.
4. The APAR up to the date of relief of the officer may be generated in SPARROW immediately.
5. A copy of the Part II office order notifying relief may be endorsed to this HQrs office.

  
(Shashi Pratap Singh)  
Sr. ACGDA (AN-1)

**Copy to:**

1. The Ministry of Defence (Finance) - For information w.r. to MoD (Fin) ID Note No. 18(5)/DAD/C/2023 dated 09.02.2023.  
DAD (Coord), South Block,  
New Delhi
2. D/o Bio-Technology,  
Delhi
3. The Deputy Secretary,  
DoP&T (Office of the Establishment  
Officer), New Delhi

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4. Shri Pankaj Upadhyay, IDAS,  
Addl. CDA,  
O/o PCDA (CC), Lucknow
5. Rajbhasha Cell (for Hindi Version) (Local)
6. All task holder of AN-1 Section (Local)
7. Guard file/PC File
8. IT & S Wing (Local) - For uploading the order on the CGDA website.

*Sd/-*

**(Shashi Pratap Singh)**  
**Sr. ACGDA (AN-1)**