



“हर काम देश के नाम”

कार्यालय, रक्षा लेखा महानियंत्रक

उलानबटाररोड, पालम, दिल्ली छावनी-110011

OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-2566 713, 813 Fax: 011-25674806 email: discipline.cgda@nic.in



वसुधैव कुटुम्बकम्
ONE EARTH • ONE FAMILY • ONE FUTURE

No. AN/XIII/13133/SPARROW/2023

dated: 10/07/2023

To,

All Pr. CDA/CDA,
PCA (Fys.),
(Through Website)

Sub: - Regarding mapping of workflow in respect of officers posted in IFAs and RTCs.

A number of references are being received in HQrs office for nomination of the officer for mapping as Reviewing and Accepting officer in the workflow of APAR in respect of officers (specially for SAOs/AOs/AAOs) posted in RTCs and IFAs offices where no other officers is present for reporting and as such, SAG level officer is mapped as Reporting Officer for them.

2. In this regard, it is stated that the Competent Authority has approved the following channel to be mapped in APAR.

NADFM/RTCs

Post	Reporting	Reviewing	Accepting	Appeal
AAO	AO/SAO	IDAS officer below SAG Level	SAG Level	Addl. CGDA
		SAG Level {where IDAS Officer below SAG level is NOT available	SAG Level {Reviewing & Accepting by same officer}	Addl. CGDA
AO/SAO	IDAS Officer below SAG level	SAG Level	SAG Level {Reviewing & Accepting by same officer}	Addl. CGDA
	SAG Level {where IDAS Officer below SAG level is NOT available	Sr. Joint CGDA (Trg.)	Sr. Jt. CGDA (Trg.) {Reviewing & Accepting by same officer}	Addl. CGDA

Continued-P/2

PIFAs/IFAs

Post	Reporting	Reviewing	Accepting	Appeal
AAO	AO/SAO {Where AAO is reporting to AO/SAO}	IDAS officer below SAG level	SAG Level	Addl. CGDA
	IDAS officer below SAG level {where AAO is NOT reporting to AO/SAO}	SAG Level	SAG Level {Reviewing & Accepting by same officer}	Addl. CGDA
	SAG Level {Where AAO is NOT reporting to AO/SAO and IDAS officer below SAG level is not available}	Sr. Joint CGDA (IFA)	Sr. Joint CGDA (IFA) {Reviewing & Accepting by same officer}	Addl. CGDA
AO/SAO	IDAS officer below SAG level	SAG Level	SAG Level {Reviewing & Accepting by same officer}	Addl. CGDA
	SAG Level {Where IDAS officer below SAG level is NOT available}	Sr. Joint CGDA (IFA)	Sr. Jt. CGDA (IFA) {Reviewing & Accepting by same officer}	Addl. CGDA


At present name of officers are as under:-

Sr. Jt. CGDA (Trg.) - **Shri A. N. Das, IDAS (Personal No. IDAS1425)**

Sr. Jt. CGDA (IFA) - **Shri K. Ravi Kumar, IDAS (Personal No. IDAS1446)**

3. It is therefore requested that workflow of such officers may be created accordingly.


This issues with the approval of the CGDA.


(Mohan Lal Meena)
Sr. ACGDA (AN)

Continued-P/3

Copy to:

1. P.S. to Shri A. N. Das, IDAS, : For information please.
Sr. Jt. CGDA (Trg.)
2. P.S. to Shri K. Ravi Kumar, IDAS, : For information please.
Sr. Jt. CGDA (IFA Wing)
3. AN-IV (Local) : For information please.
4. IT & S Wing (Local) : To upload the circular on Website


(Mohan Lal Meena)
Sr. ACGDA (AN)