

OFFICE OF THE PCDA (WC), Chandigarh

Subject : Distribution of Work amongst IDAS Officers.

In supersession of previous orders, Competent Authority has approved the following distribution of work amongst IDAS Officers with effect from 21.03.2018 till further orders.

Sl. No.	NAME OF THE IDAS OFFICER Smt./Shri/Ms.	SECTIONS
1.	Amit Gupta, IDAS Addl CDA	OVER ALL CHARGE:- AN Section (Group V,VI,VIII) & AN MAP (XII), E, IA, R, S/C, D, S/AT, T-Sec, Pay, Fund Cell/NPS, ECHS, O&M Cell, Hindi Cell, A/Cs, IT & S Section, AT (ORs), M & Post Audit of Grants. VIGILANCE OFFICER, NODAL OFFICER (Legal Cell) & TRAINING MANAGER
2.	Sahil Goyal, IDAS, DCDA	Admin Section (Group -I, II,III, IV), AN MAP (XI & XII,), IT & S Section , Grievance Officer, Welfare Officer, Cash Officer & IAF CDA-13, Wet Canteen, CSD, Legal Cell, Nodal Cell, 'E-Sec', R-Section & CPIO, T Section , S/C and D Section.
3.	Abhineet Dhillon , IDAS ACDA	On leave w.e.f. 21.03.2018
4.	Anmol Amar Singh, IDAS ACDA	Admin Section (Group - V, VI , VIII), Pay, M & Post Audit of Grants, AT (ORs) & Additional charge of 14 GTC Subathu , Fund Cell/NPS, Single Window System, Hindi Cell, S/AT, ECHS, IA, , O&M Cell, and CAPIO, A/Cs

2. In the event of the absence on account of leave or T/D following will be the arrangements for looking after the work amongst GOs:-

i) **Shri Sahil Goyal, IDAS, DCDA** ↔ **Shri Anmol Amar Singh, IDAS, ACDA**

3. In case of leave/TD of **Shri Sahil Goyal IDAS, DCDA**, the files relating to **Admin (Group -I, II, IV & MAP XI)** will be put up directly to PCDA by the respective SAO while for work of remaining Groups, **Shri Anmol Amar Singh, IDAS, ACDA** will be the Link Officer for **Shri Sahil Goyal IDAS, DCDA**.

No. AN/I/1008-VI
Dated: 15.03.2018

Sd/-
(Sahil Goyal)
Dy.CDA (AN)

Distribution:

1. PS to PCDA
2. PA to Addl. CDA
3. All IDAS Officers in Main office.
4. All Sections in Main office.
5. APAR/Leave.
6. IT & S Section: for uploading on PCDA (WC) web site.