

OFFICE OF THE PCDA (WC), Chandigarh

4027

**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 03.07.2018.

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

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 → Ms. Abhineet Dhillon , IDAS, ACDA
- ii) Shri Anmol Amar Singh, IDAS, ACDA ← → Ms. Abhineet Dhillon , IDAS, ACDA

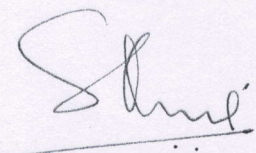
3. In case of leave/TD of Shri Sahil Goyal IDAS, DCDA, the files relating to Admin (Group -I, II, IV & MAP XI ) will be put up directly to PCDA by the respective SAO while for work of remaining Groups, Ms. Abhineet Dhillon , IDAS, ACDA will be the Link Officer for Shri Sahil Goyal IDAS, DCDA.

No. AN/I/1008-VI  
Dated:03.07.2018

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.

  
(Sunil Raina)  
Sr. Accounts Officer (AN)