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 03.07.2018.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>NAME OF THE IDAS OFFICER Smt./Shri/Ms.</th>
<th>SECTIONS</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Amit Gupta, IDAS Addl. CDA</td>
<td>OVER ALL CHARGE: AN Section (Group V, VI, VII) &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</td>
</tr>
<tr>
<td>2.</td>
<td>Sahil Goyal, IDAS, DCDA</td>
<td>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</td>
</tr>
<tr>
<td>3.</td>
<td>Abhineet Dhillon, IDAS ACDA</td>
<td>ECHS, IA, D, S/C, O&amp;M Cell, and CAPIO, A/Cs</td>
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</tbody>
</table>

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

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) website.

Sd/-
(Dy.CDA (AN))

(Sunu Raina)
Sr. Accounts Officer (AN)