OFFICE OF THE PCDA (WC), CHANDIGARH

Subject: Distribution of Work amongst IDAS Officers.

In supersession of previous orders dated 04.03.2021, Competent Authority has approved the following distribution of work amongst IDAS Officers with effect from 01.05.2021

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>NAME OF THE IDAS OFFICER</th>
<th>SECTIONS</th>
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<tbody>
<tr>
<td>1.</td>
<td>Shri Sahil Goyal, IDAS,Dy.CDA</td>
<td>Admin Section (Group-I, II, III, IV), AN MAP (XI &amp; XII), Legal Cell, Nodal Cell, IT &amp; S Section, E-Section, Chairman CSD &amp; Wet Canteen, Grievance Officer, Welfare Officer, Cash Officer, Custodian of IAF CDA-13 &amp; NODAL OFFICER (Legal Cell) &amp; VIGILANCE OFFICER</td>
</tr>
<tr>
<td>2.</td>
<td>Smt. Manjeet Kaur, IDAS, Dy.CDA</td>
<td>IA, Store Contract (including Post Audit) &amp; CPIO</td>
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<td>3.</td>
<td>Shri P.K. Gupta, IDAS, ACDA</td>
<td>Pay, Fund Cell/NPS, R-Section &amp; TA</td>
</tr>
<tr>
<td>4.</td>
<td>Smt. Rita Goyal, IDAS, ACDA</td>
<td>Single Window System, Hindi Cell, Store Audit, AT (ORs), ECHS</td>
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<tr>
<td>5.</td>
<td>Smt. Indira Garg, IDAS, ACDA</td>
<td>Admin Section (Group-V, VI, VIII) &amp; M Section (including Post Audit)</td>
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<tr>
<td>6.</td>
<td>Shri Nagesh Sudan, IDAS, ACDA</td>
<td>Accounts, D/PFMS Cell, O&amp;M Cell, CAPIO &amp; TRAINING MANAGER</td>
</tr>
</tbody>
</table>

2. In case of the absence, leave or TD following will be the arrangements for looking after the work amongst GOs:-

- Shri Sahil Goyal, IDAS, Dy.CDA | Smt. Manjeet Kaur, IDAS, Dy.CDA
- Smt. Manjeet Kaur, IDAS, Dy.CDA | Smt. Indira Garg, IDAS, ACDA
- Smt. Indira Garg, IDAS, ACDA | Smt. Manjeet Kaur, IDAS, Dy.CDA
- Smt. Rita Goyal, IDAS, ACDA | Shri P.K. Gupta, IDAS, ACDA
- Shri P.K. Gupta, IDAS, ACDA | Smt. Rita Goyal, IDAS, ACDA
- Shri Nagesh Sudan, IDAS, ACDA | Smt. Indira Garg, IDAS, ACDA

3. In case of absence/leave/TD of Shri Sahil Goyal, IDAS, Dy.CDA, the files relating to Admin Group-I, II, III, IV, AN-MAP (AN-XI) will be put up directly to PCDA by the respective SAO while for work of remaining Groups, Smt. Manjeet Kaur, IDAS, Dy.CDA will be the Link officer for Shri Sahil Goyal, IDAS, Dy.CDA.

No. AN/I/1008-VI
Dated: 29/04/2021

Distribution:

1. PS to PCDA/GO(AN)
2. All IDAS Officers in Main office.
3. All Sections in Main office.
4. APAR/Leave.
5. IT & S Section: for uploading on PCDA (WC) website.

(N.C. Dogra)
Sr. Accounts Officer (AN)