

रक्षा लेखा नियंत्रक (सेना)

Controller of Defence Accounts (Army)

बेल्वेडियर कॉम्प्लेक्स, आयुध पथ, मेरठ छावनी - 250001

Belvedere Complex, Ayudh Path, Meerut Cantt - 250001

फोन : 0121-2646632 फैक्स : 0121-

2646254,2646216



No. AN/I/1001/APAR/SPARROW

Dated:19.03.2024

To

The Officer-in-charge

All Sections of Main Office

All sub-offices under CDA (Army) Meerut

Subject :- Generation of APAR/MTPAR for the year 2023-24 in respect of all Group-B/Group-C Non-Gazetted staff (Senior Auditors & Auditors only) on SPARROW.

With reference to the subject cited above, it is imperative to timely generate online APARs/MTPARs for the assessment year 2023-24 in respect of all Group-B/Group-C Non-Gazetted staff (Senior Auditors & Auditors only) on SPARROW.

The proforma required for generation of APARs including Workflow details, leave details (other than CL and RH) and Training details for the period from 01.04.2023 to 31.03.2024 in r/o Senior Auditors/Auditors (currently posted/transferred out/on deputation/promoted from MTS/Clerk to Auditor) is as mentioned below.

1. Workflow Details:-

SN.	Name, Designation & A/C no.	Period of APAR/MTPAR		Reporting Authority With A/c No.	Reviewing Authority With A/c No.	Accepting Authority
		From	To			

2. Leave Details:-

SN.	Name, Designation & A/C no.	No. of days	Period of		Sanction Remarks (Pre/Post on MC)
			From	To	

Please ensure that all information is accurately compiled and the duly filled requisite proforma is forwarded to this section **latest by 22.03.2024** on email id- adminonecdaarmy.dad@nic.in

Sr. Accounts Officer (AN)