

Office of the Controller of Defence Accounts (Army), Meerut Cantt

I.O. No. 163

Dated: 04.01.2016

Sub: Distribution of work amongst Sr.AOs /AOs on Leave/Ty. Duty/absent.

Ref: I.O. NO.161 dated: 28.12.2015

The work whenever any of the Sr.AOs /AOs is on Leave/Ty. Duty or unable to attend the office, the work related to sections under him will be looked after by the officer as noted against their names:

Sl.No	Name & Rank of Officers. S/Shri-	Sections	Name & Rank of Officers. S/Shri/Smt.	
1	2	3	4	
1	D.N. Yadav, SAO	E-Sec	1.B.S.Rawat,SAO 2.N.P.Singh,SAO	
2	B.S.Rawat,SAO	M section including ECHS & Post Audit group of M Section with additional charge of O&M	1.N.P.Singh,SAO 2.D.N.Yadav,SAO	
3	M.J. Razdan,SAO	IA, RTI,EDP-I,EDP-II & OA Cell	1.Ajay Kumar Sharma,SAO 2.Arun Kumar Sharma,AO	
4	A.K.Rana, SAO	AN-III, AN-VII,CSD Canteen & Wet Canteen	1.M.S. Bohra,SAO 2.M.J. Razdan,SAO	
5	S.K.Pandit,AO	LAO(A) Meerut with additional charge of Store Audit	1.Jagdish Singh Marwaha,AO 2.Ashu Rajan, AO	
6	M ^s Veena Rani	AN-IV & AN-V	1.M.J.Razdan,SAO 2.M.S.Bohra,SAO	
7	M.S. Bohra, SAO	AN-I,AN-II,AN-VI,Office Library & Adalat Cell	1.A.K.Rana,SAO 2.Veena Rani,AO	
8	Randhir Singh Jasrotia,AO	Accounts Sec & Pay Tech.	1.Amarjeet,SAO 2.Ajay Kumar Sharma,SAO	
9	N.P. Singh, SAO	Store Contract including Post Audit group of Store Contract	1.D.N. Yadav,SAO 2.B.S. Rawat,AO	
10	Ashu Rajan,AO	LAO (B) & Additional charge of TA	1 S.K.Pandit,AO 2.Jagdish Sing Marwaha,AO	
11	Shaleen Sharma,AO	RTC	1.G.D.Jain,AO 2.Sachin Arora,AAO	
12	Ghanshyam Dass Jain, AO	RTC, Additional charge of AT/ORs	For RTC 1.Shaleen Sharma,AO 2.Sachin Arora,AAO	For AT/ORs 1.Arun Sharma,AO 2.R.S. Jasrotia,SAO
13	Amarjeet,SAO	Pay sec & NPS except Pay Tech.	1.R.S.Jasrotia,AO 2.Veena Rani,AO	
14	Jagdish Singh Marwah,AO	RAO (MES) Meerut with additional charge of Trg. cell	1.Ashu Rajan,AO 2.S.K.Pandit,AO	
15	Arun Kumar Sharma,AO	D section & R-Section	1.N.P. Singh,SAO 2.M.S. Bohra,SAO	
16	Ajay Kumar Sharma,SAO	PAO(ORs) RVC Meerut with additional charge of Fund Cell	1.Amarjeet,SAO 2.G.D. Jain,AO	

Note:1 - Officer shown at sl. No.1 under column 4 will look after the work of officer shown under column No.2 in case of his absence/leave/Ty.Duty. In case of officer shown at sl. No.1 under column No. 4 is also on leave /absent/Ty.duty, officer shown at sl. No. 2 under column No.4 will look after the work of officer shown in column No.2 in case of his absence /leave/Ty.Duty

Note:2 As per direction of the competent authority, SAO/AO amongst the above who have been nominated as IFA reps of PCs, in their absence the respective link officers will perform the duties of IFA reps of PCs. (Authority: IFA/Misc/DFPDS-2015/15-16 dated:29.06.15)

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(Praveen Ranjan)
DCDA (Admin)

No.AN/I/1117/Misc.

Dated: 04.01.2016

Copy to

1. PA to CDA
2. PA to Addl. CDA
3. ALL GOs
4. All Sr.AOs/.AOs
5. All Sections in Main Office
6. OA Cell for web site


(Praveen Ranjan)
DCDA (Admin)