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Confidential/Speed Post

**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



(through e-mail/website)

**Important Circular (Reminder)**

AN/I/1001/APAR/SPARROW/Non-Gaz.

Dated 10/07/2023

To,

The Officer-in-charge

All Section in Main Office

All Sub-Offices under CDA(A) Meerut

**Subject :** Creation of PIMS Profile for generation of APARs in SPARROW in r/o Newly recruited Auditors and staff promoted from MTS/Clerk to Auditor.

**Reference:** CDA (A) Meerut Circular no. AN/I/1001/APAR/SPARROW/Non-Gaz. dated 10/03/2023

Please refer to the above cited circular, wherein it was stated that online APAR/MTPARs for the assessment year 2022-23 in respect in r/o all Group "B" and Group "C" Non-Gazetted Staff (Auditors, Senior Auditors & staff promoted from MTS/Clerk to Auditor) are to be generated on SPARROW.

2. It has been observed that the PIMS profiles in respect of all the Auditors, Senior Auditors & staff promoted from MTS/Clerk to Auditor have not been submitted yet. Hence, it is requested that the requisite information regarding the above mentioned staff, who have not been mapped in PIMS are forwarded to this office by 14/07/2023 (Proforma enclosed).

3. The above mentioned PIMS profiles will be forwarded altogether to HQrs Office for creation of new accounts in PIMS. Individual applications after the due date will not be forwarded thereafter resulting in non-generation of APARs for the assessment year 2022-23. Nil report is also required.

*Amit Kumar*  
Sr. Account Officer (AN)