



कार्यालय रक्षा लेखा प्रधान नियंत्रक (मध्य कमान), करियप्पा मार्ग, लखनऊ छावनी -226002  
**Office of the Principal Controller of Defence Accounts (Central Command) Cariappa Road, Cantt., Lucknow, Pin Code - 226002**

कार्यालय दूरभाष सं०-0522-2451084

कार्यालय फ़ैक्स सं०-0522-2453038

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**IMPORTANT CIRCULAR**

No. AN/1A/1004/Circular/SPARROW

Dated: 26/12/2017

To,

- (1) The CDA RTC Lucknow
- (2) The IFA(CC) Lucknow
- (3) All sub-offices under PCDA(CC) Lucknow
- (4) All sections in Main Office

**Sub:- Introducton of SPARROW for completion of APARs in the DAD.**

**Ref:- This office Important Circular No. AN/1A/1004/Circular dated 21.11.2016.**

Please refer to the above cited Important Circular, and **HQrs office Important Circular No. AN-1/1058/Online APAR Completion Dated 21.11.2016** wherein it was informed that the HQrs office has decided to switch over to the on-line completion of APARs and requested to submit details including valid/active NIC e-mail, mobile no seeded with e-mail and Aadhar No. on prescribed proforma of all Officers & staff serving in your office.

2. But it has been observed that many offices have not taken appropriate action in this regard, This may lead to delay in completion of upcoming APARs, for which concerned official may be held responsible.

3. Therefore, it is once again requested to provide the above information on prescribed proforma attached in hard copy as well as in soft copy at pcdaccan1a@gmail.com in r/o all officers/staff up to 10.01.2018 for onward transmission to HQrs office.

Please accord top priority.

GO(AN) has seen.

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(S.K.Gupta)

SAO (AN)

**Copy to :**

- (i) The OI/c  
OA Cell(Local)

- for uploading on PCDA(CC) website.

(S.K.Gupta)

SAO (AN)