

Confidential

Pr. CONTROLLER OF DEFENCE ACCOUNTS
107, LOWER AGRAM ROAD, BANGALORE
TEL NO; 25545101, 25549746, FAX-25543810

No: AN/I/Complaint

Date: 03.07.2015

To
The Officer-in-Charge
All the Sub Offices under PCDA B'lore
All the Sections in Main Office

Sub: Re-designation of the merged Cadre of Group 'D' and Record Clerks
and Classification thereof

Ref: This office important circular No: AN/III/2114/XIII dated
23/06/2011

Of late this office is receiving complaints regarding allotment of certain tasks to the erstwhile Record Clerk now re-designated as MTS. In this connection please refer to this office circular dated 23/06/2011 [copy enclosed] wherein HQrs circular No: AN/XI/11409/CR/2009 dated 07/06/2011 on the subject was circulated. Para 4 of the HQrs circular states that erstwhile Record Clerks [now MTS] may be assigned duties as were being carried out by them before the circulation of combined charter of duties for MTS. The same may be taken into consideration for allotment of tasks to MTS.

Please acknowledge receipt.

Sd/-
[V KAVITHA]
SR.ACCOUNTS OFFICER [AN]

Copy to
The Officer in Charge,
EDP Section [Local]

For uploading in the official Website of PCDA
Bangalore

Vtl
[V KAVITHA]
SR.ACCOUNTS OFFICER [AN]

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IMPORTANT CIRCULAR

Office of ^{PK}THE CONTROLLER OF DEFENCE ACCOUNTS
No. 107, Lower Agram Road, Agram Post, BENGALURU-560007

NO: AN/III/2114/XIII
Dated: 23.06.2011

To

All Sub Offices under CDA, Bangalore
All Sections In Main Office

SUB: Re-designation of the merged cadre of Group 'D' & Record Clerks and Classification thereof.

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A copy of HQrs Letter No. AN/XI/11409/CR/2009 dated 07-06-2011 regarding Re-designation of the merged cadre of Group "D" and Record Clerks and Classification thereof is enclosed herewith for information and necessary action.

P/A
F/B

In this connection, this office Important Circular No. AN/III/2114/XIII dated 24-04-2011 and AN-I Important Circular No. AN/I/700/B/41 dated 14-06-2010 may be referred.

The contents of the above HQrs. letter may be brought to the notice of concerned in your Office / Section.

Please acknowledge receipt.

Encl: As stated

[Signature]
[T. A. MARAYANAN]
DEPUTY CONTROLLER [AN]

o/c
actg
by
24/6
[Signature]
24/6

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~~SPEED POST~~
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CONTROLLER GENERAL OF DEFENCE ACCOUNTS
Ulan Batar Road, Palam, Delhi Cantt. - 10

No. ANXI/11409/CR/2009

Dated: 07/6/2011

To

The PCA (Fys) Kolkata
✓ The PCDA Bangalore.
The CDA
The AN-IV Section (local)

Subject: Re-designation of the merged cadre of Group 'D' & Record Clerks and Classification thereof.
Ref: HQrs Office Circulars of even number dated 19.5.2010 & 11.04.2011.

Please refer to HQrs circulars cited above.

2. All Group 'D' posts and Record Clerks have been merged and classified as Group 'C' with the grade pay of Rs. 1800/-. The merged posts have been further re-designated as Multi-Tasking Staff. The Charter of duties to be assigned to the MTS has also been circulated to all Controllers under HQrs. Office above circular dated 19.5.2010.
3. In the 39th Main Meeting of III level JCM council of the CGDA HQrs. the point regarding entrusting of duties of Record Clerks was raised by the Staff Associations.
4. It has been desired by the Competent Authority that the erstwhile Record Clerks (now MTS) may be assigned duties as were being carried out by them before the circulation of combined charter of duties for MTS.


(Susheel Koul)
For CGDA

ANXI/11409/CR/2009
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