

No.IA/1427/MPR/Conf  
O/o the PCDA  
107, Lower Agram Road  
Bangalore - 07.  
Dt: 16/01/2018

To

All IDAS Officers  
All SAOs/AOs in Main Office  
The Officers I/C,  
PAO (ORs) ASC (South)  
PAO (ORs) ASC AT  
PAO (ORs) MEG & C  
PAO (ORs) CMP  
PAO (ORs) PARA  
PAO (ORs) PCTC & All the Sections in Main Office (Local)

**Sub:-SAO/AO's & AAOs Monthly Conference for the month January, 2018**

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It is intimated that Monthly Conference for the month of January, 2018 is scheduled to be held on 19/01/2018 at 11.30 AM in Main Office Conference Hall. All Group Officers, SAOs/ AOs and AAOs of Main Office and all In-charges of local PAOs are requested to attend the Monthly Conference.

During monthly conference,

- **'Administration' Sections ( Admn.I, Admn.II, Admn.III & Legal Cell)** will give the presentation about the status of work as well as CGDA's and O&M inspection observations.
- **"PBOR Section"** also will give presentation about the functioning of all PAOs and IVRS 'Mobile PAO'.

Further, all In-charges of Sections/PAOs may also discuss any other important issues in the said Conference.

Therefore, all the Sections in Main Office and PAOs are requested to send their Work Progress Report by 18/11/2018 (Forenoon) positively duly quoting the pendency of Bills (Non-DAD 3<sup>rd</sup> party bills, Non-DAD personal Claims & DAD personal Claims) special letters and ordinary letters.

**Copy to:**  
The Officer in-charge  
EDP Cell, Local

sd -  
ACDA (IA)

: For uploading on the website please.

sd -  
ACDA (IA)