

Tele: 23015902

A/90717/Pension/Gen/DGQA/Adm-7A

16 May 2019

DTE OF ADMINISTRATION
(DGQA/ADM-7A)

ALLOCATION OF WORK

1. It has been observed that pension work is dealing with three sections Adm-6A, Adm-7B & Adm-7B and some other works have been dealing with discipline wise in Adm-7A & Adm-7B which is creating confusion among estts and various Dtes of DGQA Organization.
2. Keeping in view, it has been decided that Adm-7A and Adm-7B will be dealing with following subjects **with immediate effect** for smooth functioning:-

SUBJECT	SECTION
(a) Pension cases of Gp 'A', 'B' and 'C' employees who retire/superannuate from HQ DGQA.	Adm-7A
(b) Cash handling allowance to the cashier of entire DGQA Orgn.	
(c) Forwarding of application for outside employment/deputation basis/direct rectt of serving employees of Gp'B' personnel of entire DGQA Orgn.	Adm-7B
(d) Technical Resignation/Resignation/Voluntary Retirement of Gp'B' personnel of entire DGQA Orgn.	

3. All Tech Dtes are requested to forward the advance list of employees serving in HQ, DGQA and who are due to superannuate in the following year. Pension paper alongwith complete documents of the individual due to superannuate may be forwarded to Adm-7A six months prior to the date of Superannuation.
4. This has the approval of ADG (Adm).

K.S. Choudhary
(KS Choudhary)
Dy Dir (Adm-7A)

DGQA(Armts-1)

DGQA(Store-1)

DGQA(R&S) Secunderabad

DGQA/Adm-6A

DDG(Adm)

DGQA(Veh-1)

DQA(EE)

DGQA(M&E) Ichapur

DGQA/Adm-7B

DGQA/CPIO

DGQA(L-2)

DQA (CV), Cell

DGQA(Coord)

DGQA/Adm-10,

DGQA/SDCC: For uploading on DGQA website.

Copy to:-

TS to DGQA

PS to ADG (Adm)