



BY SPEED POST/BY HAND/MOST URGENT
OFFICE OF THE PRINCIPAL CHIEF CONTROLLER OF ACCOUNTS
CENTRAL BOARD OF DIRECT TAXES
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NO. Pr.CCA/CBDT/Estt.-II/SPARROW/2020-21/101

Dated: 08.02.2021

To,

All ZAOs & CBDT (HQ),
CBDT

Subject: Implementation of "SPARROW" in r/o AAOs/AOs/Sr. AOs for the year 2020-21 – req.

Sir/Madam,

In continuation of our earlier letter even number dated 11.01.2021 regarding introduction of "SPARROW" software in r/o AAOs/AOs/Sr. AOs for the year 2020-21.

It is requested to kindly provide following additional information **URGENTLY** at admnepp@gmail.com with complete details in r/o AAOs/AOs/Sr. AOs posted at your office to generate APAR in respect of AAOs/AOs/Sr. AOs, following details are needed to fill up the workflow and part-1 portion of APAR in SPARROW.

1. Name
2. Designation
3. Gender
4. Father's Name
5. Nationality
6. Religion
7. Category
8. Date of Joining in Present Office
9. Date of Entry in Govt. Service

The same is mandatory for enrolling in "SPARROW" software.

This may be treated as **MOST URGENT**.

Yours faithfully,

Sr. Accounts Officer (Estt.-II)

Copy to:

1. All Sr. Accounts Officers/Accounts Officers and AAOs of HQ – for information and taking further necessary action in this regard.
- ✓ 2. Sr. AO (IT Section), CBDT, HQ, New Delhi – for uploading on website.

Sr. Accounts Officer (Estt.-II)