



हर काम देश के नाम
कार्यालय, रक्षा लेखा नियंत्रक, न.1 स्टाफ रोड, सिकंदराबाद - 500 009
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS
No.1 STAFF ROAD, SECUNDERABAD-500 009
TELEPHONE No. 040-27843385, FAX No. 040-27810499



No. AN/1/1003/SAO/AO/AAOs/Staff/HS/2022

Date: 14.11.2022

CIRCULAR
(Through Website/e-Mail)

To

1. The CDA, IT&SDC, Secunderabad.
2. The Jt. CDA, I/c PAO (ORs) EME, Secunderabad
3. The ACDA I/c, AAO (Army), Visakhapatnam
4. The ACDA, I/c PAO (ORs) AOC, Secunderabad
5. All SAOs/AOs/AAOs/Staff (Local)
6. All Sub-Offices in Sec'bad/Hyderabad/Visakhapatnam/Tirupati/Eddumailaram/Suryalanka/Bapatla.

Subject : Volunteers for Hard Stations : SAOs/AOs/AAOs/Sr. Adrs/Auditors/Clks/MTS.

Reference : Hqrs. Office Lr. No. AN/X/10050/10/2022/Volunteers, dt. 14.11.2022.

HQrs Office has called for Volunteers amongst SAOs/AOs/AAOs/Sr. Adrs/Auditors/Clks/MTSs, for posting to the Hard Stations (Annexure enclosed), who fulfill the following criteria:

1. The applicants should have completed **03** years at the present serving station,
2. Having a residual service of at least **05** years at the time of posting, will be considered for posting to the hard station,

Further, Hqrs. Office has stated that the applicants shall invariably be repatriated to their first choice station. The order will be issued three months before completion of prescribed tenure. In the event it is not administratively feasible to post in first choice station, volunteers will be posted to second or third choice stations.

The tenure would be from 01st January, 2023 to 31st December, 2024. Any deviation from the stipulated period would be an exigency of service and only in exceptional circumstances. If the date of joining is delayed the tenure will be extended accordingly. The minimum physical stay will be 20 months for 02 years tenure and 10 months for 01 year tenure.

The applicants should apply for specific stations (priority-wise).

It is therefore, requested that names of willing SAOs/AOs/AAOs/SAs/Auditors/Clerks/MTSs may be called for and forwarded in Annexure A-1 (copy enclosed) duly filled in, to the Main Office latest by **18.11.2022**.

NIL report is also required.

Copy to:-

The Officer I/c, IT Section

sdl-
ACDA (AN)

for uploading the same on website

(K Ramakrishna)
AO (AN)

Annexure to letter No. AN/X/10050/10/2022/Volunteers dated 14.11.2022

Details of Vacancy at Hard Stations

Sl.No.	Station	State	Vacancy			
			SAO/AO	AAO	Sr.Adr./A dr/Clk	MTS
1	Agartala	Tripura		0	1	0
2	Aizwal	Mizoram		1	0	0
3	Akhnoor	Jammu & Kashmir		0	0	0
4	Along	Arunachal Pradesh	1	1	1	0
5	Baramula	Jammu & Kashmir		0	2	0
6	Bhadorwah	Jammu & Kashmir		0	1	0
7	Bhuj	Gujarat	1	0	2	0
8	Car Nicobar	Andaman & Nicobar		Through panel		
9	Dahuang	Arunachal Pradesh		0	3	0
10	Daporijo	Arunachal Pradesh		0	3	0
11	Dharangadhara	Gujarat		0	0	0
12	Dharchula	Uttrakhand		0	2	0
13	Dimapur	Nagaland		1	0	0
14	Doomdomma	Assam		1	2	0
15	Imphal	Manipur		1	0	0
16	Jagdapur	Chattishgarh		1	2	0
17	Joshimath	Uttrakhand		1	3	0
18	Kalimpong	West Bengal		0	0	0
19	Kargil	Jammu & Kashmir	0	1	7	0
20	Khirmu	Arunachal Pradesh		0	4	0
21	Kohima	Nagaland		0	4	0
22	Kupwara	Jammu & Kashmir		0	2	0
23	Leh	Laddakh	7	2	9	0
24	Munshiari	Uttrakhand		1	5	0
25	Nahar Lagun	Arunachal Pradesh		0	4	0
26	Nal (Bikaner)	Rajasthan		0	0	1
27	Padam	Laddakh	1	1	5	0
28	Passighat	Arunachal Pradesh		0	1	0
29	Pinegrove	Arunachal Pradesh	1	1	5	0
30	Poonch	Jammu & Kashmir		0	0	0
31	Port Blair	Andaman & Nicobar	4	Through panel		
32	Rajouri	Jammu & Kashmir	2	0	2	0
33	Roing	Arunachal Pradesh		0	2	0
34	Sapper	Tripura	1	1	0	0
35	Seiling	Mizoram	1	0	2	0
36	Sopore	Jammu & Kashmir		0	0	0
37	Srinagar	Jammu & Kashmir	7	0	1	1
38	Tenga Valley	Arunachal Pradesh		0	2	0
39	Tezpur	Assam	1	1	1	0
40	Tezu	Arunachal Pradesh		0	0	0
41	Udhampur	Jammu & Kashmir		4	18	3
42	Uttarkashi	Uttrakhand		0	3	0
43	VeriNag	Jammu & Kashmir		0	3	0
44	Ying Kiong	Arunachal Pradesh	0	1	4	0
		Total	27	20	106	5


 सतीश कुमार त्रिपाठी / Satish Kumar Tripathi
 लेखा अधिकारी / Accounts Officer

VOLUNTEER APPLICATION

(Original copy to be forwarded to HQrs.)

1	ACCOUNT NO					
2	GENDER (Male / Female)					
3	NAME					
4	CATEGORY (GENERAL/OBC/SC/ST/PH)					
5	GRADE (AAO/SO(A)/SAS(App)/SUPERVISOR(A/c)/Sr.AUDITOR/AUDITOR/CLERK/PS/STENO/H1/JHT/DEO/LIBRARIAN/MTS/DRIVER)					
6	DATE OF BIRTH (DD/MM/YYYY)					
7	DATE OF APPOINTMENT (in DAD) (DD/MM/YYYY)					
8	DATE OF PROMOTION (DD/MM/YYYY) (As Group 'C' in r/o Staff & as SO(A) in r/o officers)					
9	ROSTER No. (Mandatory in case of AAO)					
10	Whether appearing in ensuing SAS Part-II (in case of Sr. Auds/Auditors/Clerks/Stenos/DEOs)					
11	HOME TOWN (Specific District as per Service Record & not Village or State)					
	If DAD office not available at Home town, nearest Station to Home town where DAD office is situated					
12	SERVICE PROFILE (In DAD)					
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	From Date (dd/mm/yyyy)	To Date (dd/mm/yyyy)
13	CHOICE STATION (Station (NOT Office) where DAD offices are located and BHUTAN/ PORTBLAIR may not be opted as a separate panel exists for these stations)		First Preference			
			Second Preference			
			Third Preference			

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Total 16 Pages

14	Whether EDP trained (Yes/No) (If yes, specify project)			
15	APAR GRADING (Upto two decimal places)	APAR1	APAR2	APAR3
16	Brief Grounds for transfer:			
<i>Attach latest Medical Certificate (NOT MEDICAL PRESCRIPTION & TEST REPORTS) in respect of medical cases and Service certificate showing Station & Department from the employer in case of spouse.</i>				
17	<u>UNDERTAKING</u>			
	It is to undertake that the information furnished above are correct.			
18	Date: ___/___/20___	(SIGNATURE OF APPLICANT)		
(ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)				
<u>(To be filled by the Controller's office)</u>				
19	GROUND FOR RECOMMENDATION (Hard Tenure Completion, Age, Physically Challenged %, Medical Self, Medical Dependent, Serving Spouse - As per DoPT Guideline, Lady Seeking Repatriation, Home Town, Stay Away)			
20	If Not recommended reason thereof			
21	Whether any disciplinary case is pending against the individual.			
22	Date: ___/___/20___	(SIGNATURE AND SEAL OF GO(AN))		