



Office of the Controller of Defence Accounts  
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No.AN/I/1031/MACP Corr

Date: 08.02.2021

**CIRCULAR**

1. The CDA, IT&SDC, Secunderabad
2. All Sub-offices under CDA, Secunderabad
3. All GOs/SAOs/ AAOs/Sections in Main Office

Subject: MACP on completion of 20/30 years of service or 10 years of service after previous promotion - Reg.

MACP Scheme envisages grant of three financial up gradation to Group 'B', 'C' employees on completion of 10, 20 and 30 years of continuous regular service.

As per the Scheme, three financial up gradation in the entire career of an employee will be counted against regular promotions availed from the grade in which an employee was appointed as a direct recruit.

The financial up gradation under the Scheme will be admissible whenever a person has spent 10 years continuously in the same Grade pay. The second up-gradation, after completion of 10 years of regular service from the date of first financial up gradation. The third up-gradation, after completion of 10 years regular service from the date of the second financial up gradation. If the first up gradation gets postponed on account of the employee not found fit or due to departmental proceedings, etc., this would have consequential effect on second and third up gradation which would also get deferred accordingly.

It may be ensured that name of the official/officer who have already received this benefit are not forwarded again. Also ensure that no eligible official/officer is left out from your office/section. **"Nil" report is also required.**

In this connection, it is requested to review the position in your office and forward names of the eligible officers/staff members under MACP Scheme, who are covered up to **31.03.2021** to this office latest by **19.02.2021** to enable this office to grant MACP. Separate statements may please be forwarded for each grade in the Proforma furnished below.

STATEMENT SHOWING DETAILS OF ---- FOR GRANT OF ---- MACP BENEFIT  
(GRADE) (1st/2nd/3rd)

Sl. No.	Name, Grade & A/c No.	Date of Appt in DAD with Grade	Length of qualifying service as on 31.03.2021	Promotions, if any, with Date & Grade	Date of Insitu/ ACP/ MACP Promotion (1st/2nd)	Date of Appt./Grade in previous Dept. If any

*M.V. Subrahmanyam*  
(M.V. Subrahmanyam)  
Sr. Accounts Officer (AN)