



हर काम देश के नाम
कार्यालय, रक्षा लेखा नियंत्रक, न.1 स्टाफ रोड, सिक्ंदराबाद - 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/HSV/2021

Date: 09.11.2021

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 PAO (ORs) AOC, Secunderabad
4. The ACDA I/c, AAO (Army), Visakhapatnam
5. All SAOs/AOs (Local)
6. All SAOs/AOs in Sub-Offices – Through website

Subject : Volunteers for Hard Stations : SAOs / AOs

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HQrs Office has called for Volunteers among SAOs/AOs for posting to different Hard Stations vide circular No. AN/II/2407/PCDA (BR) Delhi, dt. 08.11.2021, who fulfill the criteria listed as under:


- i. Applicants presently posted in AO GE / CCE (R&D) are not eligible for this posting.
- ii. Applicants who are under order of transfer / have not been completed minimum tenure at the station are not eligible to apply.

The details of the Stations :

Sl. No.	Station	Sl. No.	Station	Sl. No.	Station	Sl. No.	Station
1.	Joshimath	5.	Tanakpur	9.	Along	13.	Poonch
2.	Udhampur	6.	Kupwara	10.	Leh	14.	Bhaderwah
3.	Manali	7.	Jeori	11.	Srinagar		
4.	Kargil	8.	Khirmu	12.	Rajouri		

The Officers, who once apply for the panel, will not be allowed to withdraw during the validity of this volunteer List unless there are compelling medical/personal grounds and recommended by the Controller under a DO letter clearly bringing out the genuineness of the case. Further, once the volunteers selected for posting to above stations, any request for deferment/cancellation/change of posting will not be entertained. Names of willing SAOs / AOs may be called for and forwarded in Annexure A-1 (copy enclosed) duly filled in, to the Main Office latest by **11.11.2021**.


NIL report is also required.


(S VATSALA)
ACDA (AN)

Copy to:-

The Officer I/c, IT Section

- for uploading the same on website


(M V SUBRAHMANYAM)
SAO (AN)

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						
6	DATE OF BIRTH (DD/MM/YYYY)						
7	DATE OF APPOINTMENT (in DAD) (DD/MM/YYYY)						
8	DATE OF PROMOTION (DD/MM/YYYY) (As Accounts officer & Sr. Accounts Officer)						
9	ROSTER No. (AO/SAO)						
10	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						
11	SERVICE PROFILE (In DAD)						
	Name of Office		Organisation	Whether Sensitive Assignment (Yes / No)	Station	From Date (dd/mm/yyyy)	To Date (dd/mm/yyyy)
12	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				

13	Whether EDP trained (Yes/No) (If yes, specify project)			
14	APAR GRADING (Upto two decimal places)			
15	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>				
16	UNDERTAKING			
	It is to undertake that the information furnished above are correct.			
17	Date: ___/___/20___	(SIGNATURE OF APPLICANT)		
(ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)				
<u>(To be filled by the Controller's office)</u>				
18	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)			
19	If Not recommended reason thereof			
20	Whether any disciplinary case is pending against the individual.			
21	Date: ___/___/20___	(SIGNATURE AND SEAL OF GO(AN))		