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/1/1004/AAO/ 2021

Date: 11.11.2021

CIRCULAR

(Through Website)

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 AAOs (Local).
- 6. All AAOs in Sub-Offices Through website.

Sub: Transfer Estt-DAD: Volunteers for Northern Region.

HQrs Office has called for volunteers amongst AAOs who have completed minimum 03 years at the present serving station, for posting to the six centrally controlled stations of Northern Region viz., Bhadarwah, Kargil, Leh, Poonch, Rajouri & Srinagar vide Lr. No. AN/AAO/Estt/9011/1/Tenure/2021, Dated 09.11.2021.

The Applications from the volunteers may be forwarded as per the enclosed Annexure 'A-1'. The AAOs may be informed that only those who will be having residual service of at least 02 years at the time of posting will be considered for posting to the Northern Region.

Hqrs. Office has further directed to intimate that the AAOs, who once apply for the panel, will not be allowed to withdraw during the validity of the panel unless there are pressing medical/personal reasons. Requests for cancellation will not be entertained after issue of transfer orders.

The Applications of the volunteers should reach this office positively by <u>23.11.2021</u> for onward transmission to HQrsoffice.

NIL report is also required.

Encls: Proforma

Sd/-

(S Vatsala)

ACDA (AN)

Copy to:

The Officer I/c

IT Section

for uploading in the website.

M.V. Subsahmanyam (MV 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 (AAO/SO(A)/SAS(App)/SUPERVISIOR(A/c)/Sr.AUDITOR/AUDITOR/CLERK/PS/STENO/HT/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, I where DAD office is situated						
12	SERVICE PROFILE (In DAD) Organisation Whether Station From Date To Date						
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	1	(dd/mm/yyy y)	
		<u> </u>					
13	CHOICE STATION First Preference						
	(Station (NOT Office)where DAD offices are located and BHUTAN/ PORTBLAIR	Second Preference					
	nay not be opted as a separate panel Third Preference exists for these stations)						

1)
Total 16 Pages

Annexure 'A-1' (contd)

14	Whether EDP trained (Yes/No) (If yes, specify project)			
15	APAR GRADING	APAR1	AFAR2	APA111
	(Upto two decimal places)			
16	Brief Grounds for tranfer:	_i		
10	bnet Grounds for Gamer.			
	Attach latest MedicalCertificate (NOT MEDICAL PRESCRIPTION & TEST REPORT	'S) in respect of	f medical cases	and Service
	certificate showing Station & Department from the employer in case of spouse	•		
17	UNDERTAKING			
	It is to undertake that the information furnished above are correct.			
18	Date://20	(SIGNATUI	RE OF APPLIC	ANT)
10		A D.U. (773/)		
	(ALL COLUMNS ARE MANDATORY AS PER APPLIC	ABILITY)		
_	(To be filled by the Controller's office)			
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)			
	Scotting (teperited by the second property)			
20	If Not recommended reason thereof			
20	ii itot i etoiliitiitiitaa i oaaan ahanaa			
21	Whether any disciplinary case is pending against the			
21	individual.			
22	Date://20 (SIGNATURI	AND SEAL O	F GO(AN))	
22	Date			

