

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS NO.1 STAFF ROAD, SECUNDERABAD-500 009 TELEPHONE NO.040-27843385, FAX NO.040-27817275



No.AN/I/1005/ Volunteers/NR/2020

Dated: 27 .10.2020

CIRCULAR (Through Website)

To

- 1. The DCDA I/c, PAO(ORs)EME, Sec'bad.
- 2. The Group Officers (local).
- 3. The ACDA I/c, AAO(Army) Visakhapatnam.
- 4.. The ACDA I/c, PAO(ORs)AOC, Sec'bad.
- 5. All Sections in Main Office.
- 6. All sub-offices located at Secunderabad/Hyderabad/Eddumailaram/Suryalanka.

Subject: Transfer Estt-DAD: Volunteer for Northern Region.

HQrs Office has called for volunteers amongst **Sr.Adrs/Auditors/Clks/MTSs** 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. 0600/AN/Estt-Other/Tenure/2020/Vol.II/volunteers Dated 23.10.2020.

The Applications from the volunteers may be forwarded as per the enclosed Annexure 'A-1'. The individuals 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 individuals, 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 **09-11-2020** for onward transmission to HQrs office.

NIL report is also required.

Sd/-(S VATSALA) Asst. Controller (AN)

Copy to:

The IT Section, Local -

For uploading the same in the website.

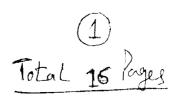
(M.V. SUBRAHMANYAM)
Sr. Accounts Officer (AN)

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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/SOJA)/SAS(ADD)/SUPERVISIOR(A/c)/Sr.AUDITOR/AUDITOR/CLERK/PS/STENO/HT/IHT/ 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)				The state of the s	
9	ROSTER No. (Mandatory in case of AAO)					CONTROL OF THE CONTRO
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, where DAD office is situated					
12	SERVICE PROFILE (In DAD)		W 10 10	1	-	
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	1	To Date (dd/mm/yyy y)
				·		
13	CHOICE STATION (Station (NOT Office)where DAD offices	First Preference				
	are located and BHUTAN/ PORTBLAIR may not be opted as a separate panel					
	exists for these stations)	Third Preference				



14	Whether EDP trained (Yes/No) (If yes, specify project)							
15	APAR GRADING		·					
	(Upto two decimal places)							
16	Brief Grounds for tranfer:	<u> </u>						
				¥				
	Attach latest MedicalCertificate (NOT MEDICAL PRESCRIPTION & TEST REPORTS,) in respect of ma	edical cases an	d 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:/(SIGNATURE OF APPLICANT)							
	(ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)							
	(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)							
20	If Not recommended reason thereof			***************************************				
20	ii Aoc tacommendad taason (hatao)							
	•	**************************************						
21	Whether any disciplinary case is pending against the		***					
	Individual.							
			-					
22	Date://20 (SIGNATURE AND SEAL OF GO(AN))							

