

**Urgent circular**



OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS  
No.1, STAFF ROAD, SECUNDERABAD-500009

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No. AN/I/1010/AAOs/2018/RCI/ELOIRA HYD

Dated: 31/01/2018

To

1. The PAO (ORs) EME, Secunderabad
2. The PAO (ORs) AOC, Secunderabad
3. The AAO (Army), Visakhapatnam
4. All other sub offices with AAOs in their posted strength
5. All Sections in main office

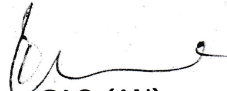
Sub: Deputation of AAO of DAD to RCI/ELOIRA, Hyderabad.

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HQrs office has informed that the services of an AAO having experience of Accounts and Audit is required for deputation to the above Organisation for the post of Accounts Officer initially for 2 years.

It is requested that the applications (in the performa enclosed) of all suitable volunteers in your office from amongst the AAOs for the said deputation post may be forwarded to main office latest by **02.02.2018**. Belated receipt of applications/volunteers will not be entertained. The interested eligible officers can down load the application proforma from our office web site. The essential requirements are:

- i) Should have earned at least five numerical grading of 6 and above in APAR during the last five years including the APAR of 2016-17.
- ii) Age of all concerned volunteers for deputation is not exceeding 56 years as on the closing date of receipt of applications i.e, 09.02.2018.
- iii) Should have completed mandatory "cooling off " period of three years in case officer has recently served on a deputation post
- iv) Should have completed 2 years at present station.

  
SAO (AN)

Copy to

1. The EDP Centre (Local) : for uploading pl
2. Notice Board : for information

  
SAO (AN)

ANNEXURE - I

Application for the deputation post of Accounts Officer: - E LOIRA, Hyderabad

1. Name & Accounts Number
2. Date of Birth
3. Date of Appointment
4. Educational Qualification
5. Year of Passing the SAS Exam
6. Details of station served / serving

Office / Station	Post Held	Period	Nature of Duties	Organization
1	2	3	4	5

7. Last 05 Years APAR Grading :
8. Details of deputation held previously, if any with full particulars
9. Knowledge of Computer

Date: \_\_\_\_\_

(Signature of the Applicant)  
Name \_\_\_\_\_, Rank \_\_\_\_\_  
& A/c No. \_\_\_\_\_