



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.040-27817275



No. AN/I/1003/SAO/AO/Port Blair/2020-21

Date: 27.10.2020

CIRCULAR
(Through Website)

To

1. The CDA, IT&SDC, Secunderabad.
2. The DCDA, 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 Port Blair (2020-21) : SAOs / AOs

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HQrs Office has called for Volunteers amongst SAOs/AOs for posting to Port Blair vide circular No. AN/II/2153/CDA (IDS), dt. 23.10.2020.

The Officers may also be informed that only those who will have residual service of at least 02 years as on 01.01.2021 will be considered for posting to Port Blair and will be repatriated to one of their choice stations on completion of the prescribed tenure as administratively feasible.

The Officer, who once volunteers for Port Blair Station, will not be allowed to withdraw his/her candidature during the validity of the panel (2020-21) unless there are compelling medical/personal reasons and will be considered with the due recommendation of the PCDA/CDA under a DO Letter clearly bringing out the genuineness of the case supported with relevant documents/certificates. Further, requests for cancellation will not be entertained after issue of transfer order.

It is requested to forward original applications of all the volunteer SAOs/AOs strictly as per Annexure 'A' to this Circular latest by 05.11.2020 (1745 hrs.) for onward transmission to Hqrs Office.

NIL report is also required.

sd/
(S VATSALA)
ACDA (AN)

Copy to:-

The Officer I/c,
IT Section

- for uploading the same on website

M. V. Subrahmanyam
(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 AO/SAO)					
9	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					
10	SERVICE PROFILE (in DAD)					
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	From Date (dd/mm/yy yy)	To Date (dd/mm/yy yy)
11	CHOICE STATION		First Preference		PORT BLAIR	
			Second Preference			
			Third Preference			

12	Whether EDP trained (Yes/No) (If yes, specify project)			
13	APAR GRADING (Upto two decimal places)			
14	Brief Grounds for posting:			
<p data-bbox="134 875 384 902">15 UNDERTAKING</p> <p data-bbox="197 920 1007 952">It is to undertake that the information furnished above are correct.</p> <p data-bbox="197 987 368 1019">Date: / /20</p> <p data-bbox="1082 981 1433 1012" style="text-align: right;">(SIGNATURE OF APPLICANT)</p> <p data-bbox="453 1048 1155 1079" style="text-align: center;">(ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)</p>				
(To be filled by the Controller's office)				
16	Whether Recommended or not			
17	If Not recommended reasons thereof			
18	Whether any disciplinary case is pending against the Officer.			
<p data-bbox="204 1659 485 1691">Date: __/__/20</p> <p data-bbox="906 1659 1331 1691" style="text-align: right;">(SIGNATURE AND SEAL OF GO(AN))</p>				