

CIRCULAR IMMEDIATE/ TOP PRIORITY

No. AN/III/1672/XVI
OFFICE OF THE PCDA
AGRAM POST
BANGALORE
DATED: 05 Sep 2019

TO,
ALL SECTIONS IN MAIN OFFICE
ALL SUB OFFICES UNDER PCDA BANGALORE

SUB: Promotion of MTS to the grade of Clerk on Seniority-cum-fitness basis for the
Vacancy year 2020

It has been intimated by HQrs. Office vide their letter dated 22.08.2019 to convene a DPC to adjudicate MTS (erstwhile Record Clerks promoted upto **December 2008** for consideration of their promotion to the grade of Clerk.

In view of the above, the names of MTS (erstwhile Record Clerks promoted upto **31.12.2008**) may be forwarded in the Proforma enclosed(uploaded in PCDA website) so as to reach this office positively by **20.09.2019** in order to enable this office to furnish the same to HQrs Office within the stipulated date.

Also ensure that no eligible individual is left out from your office/section. 'Nil' report is also required.

Encl : as above


Sr. Accts Officer (AN)

✓ Copy to:
The Officer i/c - for uploading in the website
OA Cell
(Local)


Sr. Accts Officer (AN)

**PROFORMA FOR ADJUDICATION REPORT FOR PROMOTION OF MTS (ERSTWHILE RECORD CLERK)
TO THE GRADE OF CLERK (ON SENIORITY-CUM-FITNESS BASIS) FOR THE VACANCY YEAR 2020.**

Sl. No.	Name	A/c No.	Date of Birth (DD-MM-YYYY)	Date of Offer of Appointment (DD-MM-YYYY)	DOA as Group 'D' (DD-MM-YYYY)	DOP as Record Clerk if any (DD-MM-YYYY)	Whether UR/SC/ST
1	2	3	4	5	6	7	8

Whether physically handicapped viz. OH, VH or Hearing	Integrity (Certified/Not Certified)	Grading of APARs					Recommendations of DPC (FIT/ UNFIT/SEALED COVER)	Organization	Remarks
		2013-14	2014-15	2015-16	2016-17	2017-18			
9	10	11					12	13	14

Certified that:

1. The individual is not related to any of member of DPC.
2. No disciplinary/vigilance case is pending or being contemplated against the individual.
3. Service particulars have been verified from the service documents and found correct.
4. While adjudicating the case of the above mentioned individual(s), the provisions contained in HQ office circular No. AN/XI/11060/I/Vol IV Dated 18.09.89 have been kept in view by the DPC.
5. No eligible individual falling within the zone of consideration has been omitted.

MEMBER OF DPC-I

MEMBER OF DPC-II

CHAIRMAN OF DPC

APPROVED
PCDA/CDA