

CIRCULAR

	<p>कार्यालय: रक्षा लेखा प्रधान नियंत्रक PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS सं. 107, लोअर अग्रम रोड , अग्रम पोस्ट , बेंगलूर - 560 007 NO. 107, LOWER AGRAM ROAD, BANGALORE - 560 007 फोन नं./Phone No. - 29710474, 29710475 फैक्स नं./Fax No. - 29710132</p>	
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No. AN/I/700/B/57

Date: 02.11.2022

To

The Officer-in-charge
All the sections in Main Office
All the sub offices under PCDA Bangalore (Through website/WAN)

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

It has been decided by the Hqrs Office vide their letter dated 01.11.2022, to call for volunteers in the grade of Sr. Auditors / Auditors / Clerks / MTSs **who have completed minimum 03 years service at their present serving station**, for posting to Centrally Controlled stations of Northern Region viz., Bhadarwah, Kargil, Leh, Poonch, Rajouri and Srinagar to facilitate repatriation of individuals posted there.

2. It is therefore requested to furnish the service profile of willing Officials as per the Annexure 'A - 1' enclosed with this circular.

a) The applicants will be having **a residual service of at least 02 years at the time of posting**, only will be considered.

b) They should **not be facing any disciplinary proceedings**.

c) In case the applicant has applied for transfer to some other station through the volunteer list/panel, the same should be mentioned in their application.

d) Individuals, who applied for in this Volunteer List **will not be allowed to withdraw** during the validity of the list unless there are pressing medical/personal reasons.

e) Request for **cancellation will not be entertained** after issue of transfer orders.

3. Names of the volunteers fulfilling the criteria may be forwarded so as to reach **AN I SN by 07.11.2022**.

4. **NIL Report** is also required.

Sd/-
Accounts Officer [AN]

Copy To:

The Officer I/C,
EDP Sn(LOCAL)

For uploading in the web site.

PCDA
Accounts Officer [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)/SUPERVISOR(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)					
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, nearest Station to Home town where DAD office is situated					
12	SERVICE PROFILE (In DAD)					
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	From Date (dd/mm/yyyy)	To Date (dd/mm/yyyy)
13	CHOICE STATION (Station (NOT Office)where DAD offices are located and BHUTAN/ PORTBLAIR may not be opted as a separate panel exists for these stations)		First Preference			
			Second Preference			
			Third Preference			

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Total 16 Pages

Annexure 'A-1' (contd)

14	Whether EDP trained (Yes/No) (If yes, specify project)			
15	APAR GRADING (Upto two decimal places)	APAR1	APAR2	APAR3
16	Brief Grounds for transfer:			
<p><i>Attach latest Medical Certificate (NOT MEDICAL PRESCRIPTION & TEST REPORTS) in respect of medical cases and Service certificate showing Station & Department from the employer in case of spouse.</i></p>				
17	UNDERTAKING			
It is to undertake that the information furnished above are correct.				
18	Date: ___/___/20___	(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	_____		
21	Whether any disciplinary case is pending against the individual.	_____		
22	Date: ___/___/20___	(SIGNATURE AND SEAL OF GO(AN))		