



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



**CIRCULAR**

No. AN/I/707/B/46

Date: 14.10.2019.

TO

ALL THE SUB OFFICES UNDER PCDA BANGALORE  
ALL THE SECTIONS IN MAIN OFFICE

Subject: Volunteers for Porbandar Station

Please find enclosed copy of HQrs letter No.AN/II/2153/CDA [Navy/CG] dated 09/10/2019 regarding calling for volunteers amongst SAOs/AOs/AAOs/Sr Aud/Aud and MTS for Porabandar Station.

Names of the volunteers may be forwarded as per 'Annexure A-1' and Annexure 'C' so as to reach this office by **16.10.19**.

**NIL** report is also required.

sd/-

SR. ACCOUNTS OFFICER [AN]

Copy to:

THE OFFICER I/C,  
EDP SN(LOCAL)

- for uploading in the web site.

V.S. Nayak

SR.ACCOUNTS OFFICER [AN]

**कार्यालय, रक्षा लेखा महानियंत्रक**  
**OFFICE OF CONTROLLER GENERAL OF DEFENCE ACCOUNTS**  
**उलान बटार मार्ग, पालम, दिल्ली छावनी-110010**  
**ULAN BATAR MARG, PALAM, DELHI CANTT. -110010**

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CIRCULAR

AN/II/2153/CDA(Navy/CG)

Date: 09<sup>th</sup> October, 2019

To,

All PCsDA/PCA(Fys)/CsDA/PIFAs/IFAs  
(Through CGDA's website only)

**Subject: Volunteers for Porbandar station.**

The Competent Authority has decided to invite applications of volunteers from SAOs/AOs, AAOs, Sr. ADR/ADR, CLK and MTS for Porbandar Station.


2. Controllers are requested to ensure that wide publicity is given to this circular and the names of willing officials forwarded to HQrs office by speed post or through e-mail by **18.10.2019**.

  
(Amit Gupta)  
Sr. Dy. CGDA (Admin)

Copy to: -

1. HQrs. Office (IT & S Cell) -

For uploading on website.

  
(Amit Gupta)  
Sr. Dy. CGDA (Admin)



VOLUNTEER APPLICATION

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/JHT/					
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	Whether appearing in ensuing SAS Part-II (In case of Sr. Auds/Auditors/Clerks/Stenos/DEOs)					
10	HOME TOWN If DAD office not available at Home town, nearest Station to Home town where DAD office is situated					
11	SERVICE PROFILE (In DAD)					
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	From Date (dd/mm/yyyy)	To Date (dd/mm/yyyy)
12	CHOICE STATION (Station (NOT Office) where DAD	First Preference Second Preference Third Preference	BHUTAN			
13	Whether EDP trained (Yes/No) (If yes, specify project)					
14	APAR GRADING	APAR1	APAR2	APAR3	APAR4	APAR5
15	<u>UNDERTAKING</u> It is to undertake that the information furnished above are correct.					
16	Date: ___/___/20___			(SIGNATURE OF APPLICANT)		
	(ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)					
	(To be filled by the Controller's office)					
17	GROUND FOR RECOMMENDATION					
18	If Not recommended reason thereof					
19	Whether any disciplinary case is pending					
20	Date: ___/___/20___			(SIGNATURE AND SEAL OF GO(AN))		

Annexure 'C'

SERVICE PROFILE OF THE INDIVIDUALS

ACCOUNT NO	GRADE	OFFICE	ORGANISATION	STATION	FROM DATE (dd/mm/yyyy )	TO DATE (dd/mm/yy yy)	DEPUTA TION