

FAX/Speed Post

Circular



GOVERNMENT OF INDIA

MINISTRY OF DEFENCE

OFFICE OF THE PRINCIPAL CONTROLLER OF ACCOUNTS (FYS)
AN-II SECTION

10-A, S.K. BOSE ROAD, KOLKATA: 700001

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No. 266/AN-II/Volunt/Others/XVIII

Dated: 09/06/2017

To

All Branch CsFA (Fys)/ All Br. AOs/ RTC (ER) Kolkata/ CIA (Fys), Kolkata.

Subject: Transfer: DAD Estt. : Sr. Aud./Aud./Clk. : Bhutan Panel - 2017-18.

Reference: HQrs office letter No. AN/X/10098/6/2017/BTN dated 05/06/2017.

HQrs office vide above cited letter has called for the names of volunteers from **Sr. Aud./Aud./Clk** for empanelment for Bhutan. The same is also available in CGDA's website.

The full service particulars indicating the previous service in sensitive assignments, if any, and APAR gradings for last five years may please be forwarded as per the enclosed Proforma 'Annexure-A1'.

While forwarding the names of volunteers, it may be ensured that the following criteria may be kept in view and only those fulfill the criteria, are forwarded to HQrs Office.

- (i) The applicants are eligible for only one tenure to Bhutan in the entire service life.
- (ii) The applicants need to have "Very Good" or above grading in the APARs for the last five years.
- (iii) Applicant should not be facing any disciplinary proceedings and should not have earned any penalty including a recorded warning at any time in their career.
- (iv) They should have completed a period of three years after their last sensitive assignment.
- (v) The applicant's should be left with minimum three years of service as on 31.03.2017 before superannuation.

Desirable:

- (vi) Experience of working in DAD Office attached with the MES or Border Roads formation.
- (vii) Experience of working on Computers.

In view of above, it is requested to forward the application (in duplicate) of all the volunteers strictly as per Annexure 'A-1' along with connected latest by **20.06.2017**. Reports received thereafter will not be entertained. Volunteers who do not fulfill the above criteria or part thereof, their names should not be included in the list and in no case this report should be sent direct to HQrs. Office.

This issues with the approval of PC of A (Fys) Kolkata.

NIL report is also required.

Copy by post may kindly not be awaited.

DY. CONTROLLER OF ACCOUNTS (FYS)

Copy to :

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All Sections, MO, Local	It is requested to forward the names of the willing candidates within the due date.
EDP section (Web Dev. Cell)	For uploading the circular in the PC of A (Fys) website.

-sd-
SR. ACCOUNTS OFFICER (AN)

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/IHT/)						
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 Office) where DAD	First Preference (NOT) Second Preference Third Preference	BHUTAN				
13	Whether EDP trained (Yes/No) (If yes, specify project)						
14	APAR GRADING	APAR1	APAR2	APAR3	APAR4	APAR5	
15	UNDERTAKING 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))			