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कार्यालय रक्षा लेखा प्रधान नियंत्रक (द.प.क.), खातीपुरा रोड, जयपुर -12 Office of the Principal Controller of Defence Accounts (SWC), Khatipura Road, Jaipur-12 Fax No. 0141-2388463 Phone No. 0141-2388450, 458 Email: pcdaswc.cgda@nic.in	
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AN/1/102/Promotion/Steno

Dated: 03.09.2019

To,

- (i) All section (MO)
- (ii) IFA (SWC) Jaipur
- (iii) IFA (10 Corps) Bathinda

**Sub: Convening of DPC for the vacancy year 2020 regarding promotion of Steno-II to the grade of Steno-I.**

With reference to HQrs office letter No. AN/XI/11401/DPC/2020/Steno-II to Steno-I dated 22.08.2019. It is requested that the names of eligible Steno-II who have fulfilled the requisite combined regular service of 10 years in the grade of Steno-II (including service rendered in erstwhile Steno-III) as on 01.01.2020 may please be forwarded (in enclosed proforma duly filled in all respect) to **this section latest by 20.09.2019 (A/N).**

Nil report is also required.

Please acknowledge receipt.

Encls: As above

Copy to:-

Officer-in-Charge,  
EDP Section, (Local)

for uploading on the office website please.

--Sd--  
(Accounts Officer)  
AN-I Section

  
(Accounts Officer)  
AN-I Section

**ANNEXURE-E to HQ's Office letter No. AN/XI/11401/DPC/2020/ Steno-II to Steno-I, Dated 22.08.2019  
ADJUDICATION REPORT FOR PROMOTION OF STENO GRADE-II TO THE GRADE OF STENO GRADE-I FOR THE VACANCY YEAR 2020.**

Sl No.	NAME	A/C No.	Date of Birth (DD-MM-YYYY)	Year of Exam	ROLL NO Allotted by SSC	All India Rank earned in SSC Exam	Zonal rank	Zone from which selected	Date of offer of Appointment as Steno-II (erstwhile Steno-III) (DD-MM-YYYY)	Date of Appointment in Steno-II (erstwhile Steno-III) (DD-MM-YYYY)	Date of Confirmation (DD-MM-YYYY)
1	2	3	4	5	6	7	8	9	10	11	12

Whether UR/SC/ST	Whether physically handicapped viz. OH, VH or hearing	Grading of APAR							Recommendations of DPC	Organization	Remarks
		13	14	15	16	17	18				
		2013-14	2014-15	2015-16	2016-17	2017-18					

Certified that:

- The individual is not related to any member of DPC.
- No disciplinary/ vigilance case is pending or being contemplated against the individual.
- Service particulars have been verified from the service documents and found correct. The Integrity of the individual/individuals is certified.
- While adjudicating the case of the above individual(s), the provisions contained in DOP&T OMs on the subject have been kept in view by the DPC.
- No eligible individual falling within the zone of consideration has been omitted.

**MEMBER OF DPC-1**

**MEMBER OF DPC-2**

**CHAIRMAN OF DPC**

**APPROVED**  
**PCDA/CDA**