

कार्यालय रक्षा लेखा प्रधान नियंत्रक(द प क) जयपुर -12
Office of the Principal Controller of Defence Accounts(SWC), Khatipura Road, Jaipur-12
Phone No.0141-6605505, 6605511(AN) Fax No.141-6605575 , 6605595

Circular

AN/1/101

Dated - 13.06.2017

To,

All Sub Offices
All Section in MO

Sub: Posting of volunteers to Bhutan Panel 2017-18: Sr.Auds/Auds/Clk.

Ref: HQrs Letter No. AN/X/10098/6/2017/BTN Dated : 05.06.2017

HQrs has called for volunteers from Sr.Auds/Auds/Clk for amongst posting to Bhutan. Name of volunteer Sr.Auds/Auds/Clk may be forwarded to this office by 20.06.2017 duly filled in Annexure 'A-1'(enclosed). The individuals may be informed that the following criteria is strickly kept in view and only those name who fulfill these criteria will be forwarded to HQrs office-

- (i) The applicants are eligible for only one tenure to Bhutan in the entire service.
- (ii) The applicants need to have "Very Good" or above grading in the APARs for the last 5 years to be eligible for empanelment.
- (iii) They should not be facing any disciplinary proceedings and should not have earned any penalty including a recorded warning at any time in their carrier.
- (iv) They should have completed a period of three years after their last sensitive assignment.
- (v) The applicant 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 computer.

Nil report is also required.

Enclosure: Annexure 'A-1'

— Sd —
ACDA (AN)

Copy to -

1. ✓ EDP Sec - For uploading on website.

— Sd —
SAO (AN)

VOLUNTEER APPLICATION

1	ACCOUNT NO				
2	GENDER (Male / Female)				
3	NAME				
4	CATEGORY (GENERAL/OBC/SC/ST/PH)				
5	GRADE (AAG/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	First Preference	BHUTAN		
	(Station (NOT Office) where DAD	Second Preference			
		Third Preference			
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))		