



भारत सरकार
GOVT. OF INDIA

कार्यालय रक्षा लेखा प्रधान नियंत्रक (द.प.क.), जयपुर-12
Principal Controller of Defence Accounts (SWC)
Khatipura Road, Jaipur

Tel No.: 0141-2388451, 2388458, Fax No. 0141-2388463



रक्षा मंत्रालय
MIN. OF DEF.

Circular

No. AN/I/101

Dated: 05.02.2021

To,

All Sections in Main Office
All Sub-Offices

Sub: **Transfer: DAD Estt. : Sr. Aud./Aud./Clk : Bhutan Panel - 2021-22.**

Ref: HQrs Office letter No. AN/Tfr other/10098/6/2021/BTN dated 05.02.2021 (available on CGDA website)

HQrs Office vide letter under reference has called for volunteers amongst SAs/Aud./Clks. for posting at Bhutan. It is requested to sponsor the names of volunteers with their full service profile, indicating the previous service in sensitive assignments, if any, and APAR grading for last five years on the proforma enclosed.

2. **While forwarding the names of volunteers, it may be ensured that the following criteria is strictly kept in view and only those names, who fulfill the criteria, are forwarded to PCDA 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 five 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 career.
- (iv) They should have completed a period of two years after their last sensitive assignment.
- (v) The applicants should be left with minimum three years of service as on 31.03.2021 before superannuation.


3. **The report should reach this office positively by 22.02.2021 (AN).**

4. It is reiterated that the name of volunteers who fulfil the above criteria and proforma duly complete in all respects, should only be forwarded. **The application received after due date will not be considered**

5. **Nil report is also required**

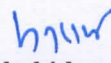
(Encls: Proforma)

GO(AN) has seen.


(Sachchidanand)
Accounts Officer (AN)

Copy to:

EDP Section: for uploading ^{on} the website.


(Sachchidanand)
Accounts Officer (AN)

Annexure "A-1"
VOLUNTEER APPLICATION

1	Account No.	
2	Gender (Male/Female)	
3	Name	
4	Category (General/OBC/SC/ST/PH)	
5	Grade(AAO/SAS(App)/Supervispr(A/Cs)/Sr.Auditor/Auditor/Clerk)	
6	Date of Birth (DD/MM/YYYY)	
7	Date of Appointment (In DAD)(DD/MM/YYYY)
	AS.....(MTS/Clerk/Auditor/SAS(APP))	As.....
8	Date of Promotion (DD/MM/YYYY)	
	As Clerk.....	As Clerk.....
	As Auditor.....	As Auditor.....
	As Sr. Auditor.....	As Sr. Auditor.....
	As AAO.....	As AAO.....
9	Whether appearing in ensuing SAS Part-II (In case of Sr. Aud/Auditor/Clerk)	
10	Home Town (Specific District as per Service Pecord)	

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 Second Preference Third Preference	BHUTAN
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13	Whether EDP trained (yes/No) (If yes, specify project)						
14	APAR Grading	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">APAR 1(15-16)</td> <td style="width:15%;">APAR 2 (16-17)</td> <td style="width:15%;">APAR 3 (17-18)</td> <td style="width:15%;">APAR 4(18-19)</td> <td style="width:15%;">APAR 5(19-20)</td> </tr> </table>	APAR 1(15-16)	APAR 2 (16-17)	APAR 3 (17-18)	APAR 4(18-19)	APAR 5(19-20)
APAR 1(15-16)	APAR 2 (16-17)	APAR 3 (17-18)	APAR 4(18-19)	APAR 5(19-20)			

15 UNDERTAKING
It is to undertake that the information furnished above are correct.

(SIGNATURE OF APPLICANT)

16 Date: ___/___/20___
(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))