

FAX/SPEED POST
No. AN /IV/8088/XXVII/Aud/18
O/o the CDA (Army)
Meerut Cantt
Dated:- 18.01.2018

To

The O I/C
All Sections (Main Office)
All Sub Offices

Sub: - Promotion of Auditor to the grade of Sr. Auditor.

To enable this office to furnish the DPC in time please furnish the relevant information in enclosed Annexure in r/o-

Fresh Cases

1. Auditors, who had joined on or upto 21/09/2013 and will complete three years of regular service in Auditor's Grade as on 01/04/2018 for the promotion to the Grade of Sr. Auditor.
2. juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

Review Cases

3. All left over cases/unfit cases/sealed cover cases.

Report must be forwarded to this office **strictly by 25.01.2018 through**

Return Fax/Speed Post.

Nil report is also required.

Matter may be treated as most urgent.

Encls: As Above


Sr. Accounts Officer(AN)

Copy to:- OA Cell (Local)

-for uploading on website


Sr. Accounts Officer(AN)

FRESH CASES
PROFORMA NO. 1 (DIRECT RECRUIT)
STATEMENT SHOWING DETAILS OF AUDITOR (Directly recruited through SSC) FOR PROMOTION TO Sr. AUDITOR'S GRADE.

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 (DD-MM-YYYY)	Date of Appointment (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 two weeks training Successfully completed	Whether physically handicapped viz. OH, VH or hearing	Grading of APAR (2015-16, 2014-15, 2013-14, 2012-13 and 2011-12)	Recommendations of DPC	Organization	Remarks
13	14	15	16	17	18	19

Certified that:

FRESH CASES

PROFORMA NO. II (PROMOTE AUDITORS)

STATEMENT SHOWING DETAILS OF AUDITOR FOR PROMOTION TO Sr. AUDITOR'S GRADE.

Sl No.	NAME	A/C No.	Date of Birth (DD-MM-YYYY)	Date of offer of Appt with merit No. in Clerk grade (DD-MM-YYYY)	Date of Appointment in clerk grade (DD-MM-YYYY)	Date of Confirmation (DD-MM-YYYY)	Date of promotion in Auditor Grade (DD-MM-YYYY)
1	2	3	4	5	6	7	8

Whether UR/SC/ST	Whether two weeks training Successfully completed	Whether physically handicapped viz. OH, VH or hearing	Grading of APAR (2015-16, 2014-15, 2013-14, 2012-13 and 2011-12)	Recommendations of DPC	Organization	Remarks
9	10	11	12	13	14	15

Certified that:

