



रक्षा मंत्रालय (भारत सरकार)
MINISTRY OF DEFENCE (GOVT. OF INDIA)
कार्यालय रक्षा लेखा नियंत्रक (सेना)
OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS (ARMY)
बेलवेडियर कॉम्पलेक्स, आयुध पथ, मेरठ छावनी
BELVEDERE COMPLEX, AYUDH PATH, MEERUT CANTT



No.AN/I/1106/DPC/Sep-2023

Circular

Date : 03.10.2023

To

All sections in Main Office

All Sub-Offices in the organization

(Through Website)

Sub. : **DPC for promotion of AAOs to the grade of ^{Sr.}Accounts Officer**

Please refer to CGDA letter no. AN/II/2151/DPC/AAO to SAO/2024 dated 29th September, 2023 wherein name of AAOs, belonging to **Unreserved (UR)** Category upto **Roster No. 1540** and AAOs belonging to **Reserved Category (SC, ST & PwBDs)** upto Roster **no. 3005** as per the AAO Roster circulated vide HQrs office no.AN/XI/11056/Roster Corr/2019 dated 13.05.2020, has been called-for for promotion of AAOs to the grade of Senior Accounts Officer(Group 'A').

It is therefore, requested to forward the name of eligible AAOs **Unreserved (UR)** Category upto **Roster No. 1540** and AAOs belonging to **Reserved Category (SC, ST & PwBDs)** upto **Roster no. 3005** in the prescribed format as per Annexure "C" & "H" enclosed with this letter and it may be ensured that the same are received on this office email.id **adminonecdaarmy.dad@nic.in** by **09.10.2023**.

NIL report is also required

Sd/-
(Virendra Kumar)
SAO (AN)

Copy to:
✓ The OA Cell

For uploading on website.

Virendra
(Virendra Kumar)
SAO (AN)

12.	Whether any of the dependent/family member is differently able. If so, mention details thereof with supporting documents/certificate.	
13.	Whether spouse is working. If so, mention details viz. Central Govt./ State Govt./PSUs/Others	
14.	Whether any disciplinary / criminal case is pending as on date. If so, full facts of case with present position and details to be enclosed duly mentioning the present status thereof.	
15.	Whether integrity is certified in the APAR/ MTPAR for the period 2017-18 to 2021-22	
16.	Whether any Recorded Warning / Penalty has been issued to the AAC in last 10 years (including those reflected in the APAR and other character rolls). If so, details to be enclosed.	
17.	Whether the AAO was reprimanded for indifferent work or for other causes during last 10 years	
18.	Whether any adverse remarks has been given in the APAR/MTPAR for the period 2017-18 to 2021-22, if so, details of the same and results of the representation if any so made by the AAO may be furnished in separate sheet.	
19.	Whether APAR/MTPAR 2016-17 and onwards communicated to AAO (Yes/No). If any representation received against final grading, if so, the final outcome may be intimated.	
20.	Classification of APARs for the last 5 years (APARs/MTPARs with period)	2017-18 2018-19 2019-20 2020-21 2021-22
21.	Whether EDP Trained (Yes/No). If yes, whether currently deployed on IT project / Task (with brief details)	
22.	Present office of the AAO (full address) with date since when serving in that office	
23.	Details of Service	As indicated below

Annexure C

DPC 2024

Roster No. _____

1.	Name of the AAO (Shri / Smt. / Ms.)	
2.	Account No.	
3.	Male / Female	
4.	Qualification	
5.	Date of Birth	
6.	Date of initial Appointment in the Department	
7.	Date of passing SAS Examination	
8.	Date of promotion to AAO's Grade	
9.	(i) Home Town	
	(ii) District	
	(iii) State	
	(iv) Nearest DAD office to his / her Home town	
10.	Whether belonging to SC/ST (mention category with caste / sub caste) <i>In case of SC/ST category AAOs please enclose requisite certificates along with an undertaking from the AAO concerned as per the guidelines contained in DoP&T OM dated 09.09.2005 as circulated vide HQrs Office circular No. AN/II/2151/PC-1089, dated 11.01.2013.</i>	
11.	a) Whether physically handicapped. If so, mention percentage of disability duly supported with disability certificate issued by the competent Medical Authority & category. b) Please also show under which category/group the disabilities fall (a, b, c, d or e) as per para 2.2 of DoP&T O.M. No. 36012/1/2020-Estt (Res -II) dated 17 th May, 2022.	

Table 1

Sl. No.	station	Office	Organization	Section	Nature of assignment i.e. sensitive / Non-sensitive	Period	
						From	To

Note: In table 1 above period served in different station/office since appointment is to be shown in chronological order.

Station:

Date.

(Signature of Group Officer with seal)

Details of choice postings on promotion:

Sl. No.	Roster No.	Name of the AAO & A/c No.	Office where serving	Request with reasons (duly supported with documents viz. medical certificate etc.)	Recommendation of PCDA/CDA	Remarks
1	2	3	4	5	6	7
1						
2						
3						
4						

Signature of Group Officer with seal

Note: It is advised that the AAOs concerned may please be intimated that the posting on promotion to the grade of SAOs will be made purely on the basis of administrative requirements and the officer concerned can't claim his/her right in posting to his / her choice stations. However, the choice station opted by the officer and the circumstances / reasons for posting in the choice station will be brought to the notice of the DAPB for recommendation as per the transfer policy. It must be made amply clear to all concerned that this should not be viewed as a promise to post the officers at their choice stations. The place of postings will be recommended by the DAPB keeping in view of the administrative feasibility and administrative requirements will take precedence over individual aspiration. Therefore, no representation for change of posting will be entertained once the promotion orders are issued by this HQrs.

Note 2: The case seeking relaxation from posting on promotion to SAO's grade on Medical ground (self & dependent family members) should invariably be recommended as per this HQrs Circular No. AN/X/10050/AVL-10/2023, dated 14.07.2023 on the prescribed format.