



रक्षा लेखा नियंत्रक (सेना)

CONTROLLER OF DEFENCE ACCOUNTS (ARMY)
बेल्वेडियर परिसर, आयुध पथ, मेरठ छावनी 250001-
Belvedere Complex, Ayudh Path, Meerut Cantt-250 001

No. AN/IV/8088/Prom/Clerk to Adr./2024

Dated:- 28/08/2023

To,

The OI/C
All Sections (Main Office)
All Sub Offices

Subject:- **Convening of DPC for the vacancy year 2024 regarding promotion of Clerk to the grade of Auditor.**

Reference: HQrs office letter No. AN/XI/11401/DPC/2024/Clerk to Adr. dated 21.08.23.

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Please refer to HQrs office letter cited under reference (Copy attached) wherein HQrs office has requested this office to convene DPC for promotion from Clerk to Auditor.

2. Accordingly it is requested to send the names of Clerks-cum-Typists who have rendered minimum of thirteen years regular service in the grade as on 01.01.2024 in the following format.

Sl. No.	Name, Grade & Personnel No.	Date of Birth	Date of Apptt.	Date of Apptt./ Promotion to the Clerk grade.

3. It may also be ensured that no eligible individual falling within the zone of consideration has been left out. If the eligible individual is left out the responsibility will be fixed in the name of forwarding authority.

3. Report must be forwarded to this office strictly by 08.09.2023 through E-mail. Nil report is also required.

Matter may be treated as most urgent.

Note:- email ID – adminfourcda.dad@hub.nic.in

Encls: As above

Copy to:-

IT&S-III Section (Local)

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For uploading on CDA (Army) Meerut Website

(Virendra Kumar)
Sr. Accounts Officer (AN)

ON DPC 8 to be sent to
Hq. Office by 29/09/2023
ensure timely submission
रक्षा लेखा महानियंत्रक
उलान बतार रोड, पालम, दिल्ली छावनी-110010
भारत का काम देश के नाम

UCM

2/1

उलान बतार रोड, पालम, दिल्ली छावनी-110010

CONTROLLER GENERAL OF DEFENCE ACCOUNTS

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-25665711

Fax: 011-25674806

email: hqanxi.dad@hub.nic.in

No. AN-XI /11401/DPC/2024/Clerk to Adr

Dated: 21.08.2023

To,

The PCA (Fys) / All PCsDA/CsDA

Subject: Convening of DPC for the vacancy year 2024 regarding promotion of Clerk to the grade of Auditor.

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The Model Calendar for conducting DPC issued vide DoP&T O.M No. 22011/4/2013-Estt (D), dated 08.05.2017 stipulates that the Select Panel prepared by the DPC for promotion should be ready by 31st December preceding the Vacancy Year. As per Para (i) under Column 11 of Recruitment Rules of Auditor notified vide SRO No.74, dated 30.05.2023, the Clerks-cum-Typists who have rendered minimum of thirteen years regular service in the grade are eligible for promotion to the grade of Auditor as on 01.01.2024. However S.R.O No. 74, dated 30.05.2023 further stipulates that the eligibility service for promotion to the grade of Auditor shall continue to be 08 years for person holding the feeder post of Clerk-cum-Typist on regular basis as on 26.09.2009.

2. It is therefore requested to convene DPC in respect of those Clerks who have fulfilled the eligibility service condition of 13 years in the grade of Clerk as on 01.01.2024 for promotion to the grade of Auditor for the Vacancy Year 2024. Apart from this the carry over cases of previous years viz Sealed Covers and Unfit cases are also required to be adjudicated by the DPC for promotion against the Vacancy Year 2024. The APAR for the preceding five year viz 2021-22, 2020-21, 2019-20 2018-19, and 2017-18 are reckonable by the DPC for consideration of promotion of the candidate against the Vacancy Year 2024.

3. The DPC is required to follow the instructions issued in DoP&T O.M No. 22011/5/86-Estt. (D), dated 10.04.1989 as amended from time to time. Further the cases involving discipline/criminal prosecution/under currency of penalty etc are required to be adjudicated/processed in terms of provisions contained in DoP&T O.M No. 22011/4/91-Estt. (A), dated 14.09.1992 and amended vide O.M No. 22011/4/2007-Estt. (D), dated 28.04.2014 and dated 21.11.2016.

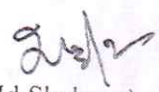
— P.T.O. —

4. The DPC Proceeding along with Adjudication Report of the eligible Clerks-cum-Typists in the Performa (Annexure-A) enclosed with this letter may please be sent to reach this HQrs office latest by 29/09/2023. It may also be ensured that no eligible individual falling within the zone of consideration has been left for adjudication. The requisite information in MS Excel format may also be uploaded on CGDA Admin-XI mail ID hqanxi.dad@hub.nic.in It may also be ensured that the format of Excel sheet is not tampered with, no columns are left blank and the dates mentioned in the data are as per "DD-MM-YYYY" format.

Nil report is also required.

Please acknowledge receipt.

This is issued with the approval of Addl.CGDA.

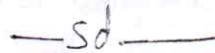

(Md. Shaheen)

Sr. Accounts Officer (AN-XI)

Copy to:

1. **Officer-in-Charge**
AN-IV Section (Local)

} For information and similar necessary action please.



(Md. Shaheen)

Sr. Accounts Officer (AN-XI)

ANNEXURE-A to HQ's Office letter No. AN/XI/11401/DPC/2024/Clerk to Adr, Dated: 21.08.2023
ADJUDICATION REPORT FOR PROMOTION OF CLERKS FOR PROMOTION TO THE GRADE OF AUDITOR FOR THE VACANCY YEAR 2024
(INCLUDING LEFT OVER/CARRY OVER CASES).

Sl No.	NAME	A/C No.	Date of Birth	Date of offer of Appointment as in GROUP-D	Date of Promotion as Record Clerk	Offer of Appnt in Clerk Grade	DoP /DoA as Clerk	Year of Exam	SSC Roll No.
1	2	3	4	5	6	7	8	9	10

All India SSC Rank	Whether Typing Test Passed/Not passed/Exempted Date of typing test if passed.	Whether UR/SC/ST	Whether PH viz OH, VH or Hearing	Grading of APARs					Recommendations of DPC	Org	Remarks
11	12	13	14	15					16	17	18
				2017-18	2018-19	2019-20	2020-21	2021-22			

Certified that:

1. The individual is not related to any member of DPC.
2. No disciplinary/ vigilance case is pending or being contemplated against the individual.
3. Service particulars have been verified from the service documents and found correct. The Integrity of the individual/individuals is certified.
4. 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.
5. 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