

रक्षा लेखा नियंत्रक (अनु.एवं वि.) कार्यालय, कंचनबाग, हैदराबाद - 500 058

Office of CDA(R&D), Kanchanbagh, Hyderabad - 500 058

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परिपत्र / Circular

विषय:: Posting to Bhutan :: Sr. Aud/Aud/Clk

संदर्भ:: Hqrs. letter No. AN/X/10098/6/2015/BTN Dated 11.05.2015

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Hqrs. office vide Dated 11.05.2015 have called for volunteers amongst **Sr. Auditor / Aud/Clk** for posting to **Bhutan**. The interested individuals, who fulfil the under mentioned eligibility, are requested to give their names in the enclosed proforma to Administration Section **positively on 27.05.2015**.

- The applicants are eligible for only one tenure to Bhutan in the entire service.
- The applicants need to have "Very Good" or above grading in the APARs for the last five years to be eligible for empanelment.
- Applicant should not be facing any disciplinary proceedings and should not have earned any penalty including a recorded warning at any time in their career.
- They should have completed a period of three years after their last sensitive assignment
- The applicants should be left with minimum three years of service as on 31.03.2015 before superannuation.

Desirable

- Experience of working in DAD office attached with the MES or Border Roads formation.
- Experience of working on Computers.

(एच. श्रीकान्त/ H. Sreekanth)

वरिष्ठ लेखा अधिकारी (प्रशा.) / S. A. O.(AN)

संलग्नक/Encl :: उपरोक्त/As above

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NIL report is also requested

VOLUNTEER APPLICATION

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