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फाइल सं. AN/R&D/1006/Vol.XXVII

दिनांक.25.08.2015

## परिपत्र / Circular

विषय::

Transfer Estt. DAD:: Volunteer for Northern Region

संदर्भ::

Hqrs. letter No. 0600/AN-X/Volunteer/2015 Dated 24.08.2015

-000-

Hqrs. office vide letter Dated 24.08.2015 have called for volunteers amongst AAO/ SA/Auditor/Clerk/MTS for posting to Centrally controlled stations of Northern Region viz Bhadarwah, Kargil, Leh, Poonch, Rajouri & Srinagar. The interested Officials, who fulfills the under mentioned eligibility, are requested to give their names in the enclosed proforma to Administration Section positively on 04.09.2015.

- a) The Officials who have completed 03 years at present station.
- b) The officials who will have a residual service of at least 02 years at the time of selection.
- c) The Officials, who once apply for the panel will not be allowed to withdraw during the validity of the panel unless there are pressing medical / personal reasons.

संलग्नक/Encl :: उपरोक्त/As above

Circulated as per standard list :: Copy to ::

1. AO(R&D)NSTL, Visakhapatnam

- 2. AO(R&D)SBC, Visakhapatnam
- 3. AO(R&D)DMDE, Secunderabad
- 4. AO(R&D)SFC, Jagdalpur

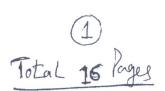
वरिष्ठ लेखा अधिकारी (प्रशा

NIL report is also requested

## **VOLUNTEER APPLICATION**

(Original copy to be forwarded to HQrs.)

1	ACCOUNT NO						
2	GENDER (Male / Female)				× 1		
3	NAME						
4	CATEGORY (GENERAL/OBC/SC/ST/PH)						
5	GRADE (AAO/SO(A)/SAS(App)/SUPERVISIOR(A/c)/Sr.AUDITOR/AUDITOR/CLERK/PS/STENO/HT/JHT/DEO/LIBRARIAN/MTS/DRIVER)						
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	ROSTER No. (Mandatory in case of AAO)						
10	Whether appearing in ensuing SAS Part-II (in case of Sr. Auds/Auditors/Clerks/Stenos/DEOs)						
11	HOME TOWN (Specific District as per Service Record & not Village or State)						
	If DAD office not available at Home town, nearest Station to Home town where DAD office is situated						
12	SERVICE PROFILE (In DAD)						
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	From Date (dd/mm/yyy y)	To Date (dd/mm/yyy y)	
			,				
13	CHOICE STATION (Station (NOT Office)where DAD offices	First Preference					
	are located and BHUTAN/ PORTBLAIR	Second Preference					
	may not be opted as a separate panel exists for these stations)	Third Preference					



14	Whether EDP trained (Yes/No) (If yes, specify project)								
15	APAR GRADING	is Pile fe I.	21/1/42	ARTON:					
	(Upto two decimal places)								
16	Brief Grounds for tranfer:								
				4					
	*								
	Attach latest MedicalCertificate (NOT MEDICAL PRESCRIPTION & TEST REPORT	S) in respect of n	nedical cases o	and Service					
	certificate showing Station & Department from the employer in case of spouse								
17	UNDERTAKING								
	It is to undertake that the information furnished above are correct.								
18	Date:/20	(SIGNATURE OF APPLICANT)							
	(ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)								
(To be filled by the Controller's office)									
19	GROUND FOR RECOMMENDATION								
	(Hard Tenure Completion, Age, Physically Challenged %, Medical Self,								
	Medical Dependent, Serving Spouse - As per DoPT Guideline, Lady								
	Seeking Repatriation, Home Town, Stay Away)								
20	If Not recommended reason thereof								
21	Whether any disciplinary case is pending against the								
	individual.								
			2000						
22	ate://20 (SIGNATURE AND SEAL OF GO(AN))								

(2)