



रक्षा लेखा प्रधान नियंत्रक (अनु. एवं वि.) कार्यालय, कंचनबाग, हैदराबाद

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फाइल सं. :: AN/R&D/1006/Vol. XXXV

हर काम देश के नाम

दिनांक.

11.11.2020

परिपत्र / Circular

विषय:: Volunteer for Ranikhet and Lansdowne Station : Sr. Auditor/Auditor/Clerks

संदर्भ:: मुख्यालय का पत्र सं. AN/Estt-Others/10047/3/20 दि. 09.11.2020

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Hqrs. office, vide their letter under reference, has called for volunteers amongst Sr. Auditor/Auditor/Clerks for Ranikhet and Lansdowne.

2. Interested officials amongst Sr. Adrs/Auditors/Clk may submit their applications in Anneuxre 'A-1' to Administration Section on or before 19.11.2020.

श्रीलता

(ए. एस. श्रीलता श्रीनिवास/A. S. Srilatha Sreenivas)

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

मुख्य कार्यालय में सभी अनुभागों को परिचालित / Circulated to all sections in Main Office

परिचालित केलिए /Circulated to ::

- ले.का.(अनु. एवं वि.) एन.एस.टी.एल., विशाखपट्टनम / AO(R&D)NSTL, Visakhapatnam
- ले.का.(अनु. एवं वि.)एस.बी.सी., विशाखपट्टनम / AO(R&D)SBC, Visakhapatnam
- ले.का.(अनु. एवं वि.)डी.एम.डी.ई., सिकंदराबाद / AO(R&D)DMDE, Secunderabad
- ले.का.(अनु. एवं वि.)एस.एफ.सी., जगदलपुर / AO(R&D)SFC, Jagdalpur

निल रिपोर्ट भी मांगी जाती है /
Nil report is also requested

VOLUNTEER APPLICATION
(Original copy to be forwarded to HQrs.)

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/IHT/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/yyyy)	To Date (dd/mm/yyyy)
13	CHOICE STATION (Station (NOT Office) where DAD offices are located and BHUTAN/ PORTBLAIR may not be opted as a separate panel exists for these stations)		First Preference			
			Second Preference			
			Third Preference			

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Total 16 Pages

Annexure 'A-1' (contd)

14	Whether EDP trained (Yes/No) (If yes, specify project)			
15	APAR GRADING (Upto two decimal places)	APAR1	APAR2	APAR3
16	Brief Grounds for transfer:			
<p><i>Attach latest Medical Certificate (NOT MEDICAL PRESCRIPTION & TEST REPORTS) in respect of medical cases and Service certificate showing Station & Department from the employer in case of spouse.</i></p>				
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.	_____		

22	Date: ___/___/20___	(SIGNATURE AND SEAL OF GO(AN))		