

“हर काम देश के नाम”

कार्यालय, रक्षा लेखा महानियंत्रक

OFFICE OF CONTROLLER GENERAL OF DEFENCE ACCOUNTS

उलान बटार मार्ग ,पालम ,दिल्ली छावनी -110010

ULAN BATAR MARG, PALAM, DELHI CANTT.-110010



No. AN/II/2151/DPC/AD(OL)/2021

Date : 18<sup>th</sup> June, 2021

To

All PCsDA / PCA (Fys.) / PIFAs / CsDA / CsFA (Fys) / IFAs / RTCs /  
Admin (Pay) Section (Local)

(Through CGDA website)

**Subject:** DPC for promotion of Sr. Translation Officer to the grade of Asstt. Director (Official Language) against the vacancy year 2021.

**Ref :** (i) Modified RRs of AD(OL) [SRO 13 of 2021] circulated on department's website on 31.05.2021.

(ii) HQrs Office circular of even number dated 10.03.2021.

Kindly refer to column (11) of the RRs of the Asstt. Director (Official Language) mentioned under reference (i) above, which stipulates about the eligibility of Sr, Translation Officers for promotion to the AD (OL) grade. As per the ibid column of the RRs, successful completion of training of two weeks as prescribed is mandatory for promotion of a Sr. Translation Officer to AD (OL) grade.

2. APAR dossiers containing APARs / MTPARs for the period 2014-15 to 2018-19 along with connected documents in respect of Sr. Translation Officers who have completed 03 (Three) years of service as on 01.01.2021, for the subject DPC were called for from the concerned Pr. Controllers / Controllers vide HQrs office circular under reference (ii) above. However, the certificate regarding successful completion of training of two weeks by a Sr. Translation Officer was not among the requisite documents which were called for.

3. Accordingly, it is requested that a certificate regarding successful completion of training of two weeks in respect of above mentioned Sr. Translation Officers of your organization may kindly be forwarded immediately to this HQrs Office by Speed


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Post as well through e-mail on [hqan2.cgda@gov.in](mailto:hqan2.cgda@gov.in). Further, APAR dossiers (in original) and DPC related document are still awaited from some of the organization. All such organizations are requested to forward the same at the earliest.

  
( Ganesh Kumar Baranwal)  
Sr. Dy. CGDA (AN)

Copy to: -

IT & S Cell (Local) With a request to upload the circular on CGDA website.

  
( Ganesh Kumar Baranwal)  
Sr. Dy. CGDA (AN)