

कार्यालय रक्षा लेखा महानियंत्रक
Office of the Controller General of Defence Accounts
उलन बटार मार्ग, पालम, दिल्ली छावनी-110010
Ulan Batar Road, Palam, Delhi Cantt 110010

No. AN/XIII/13006/2A/Vol-XXI

Dated 31.10.2018

To,

The Principal Controllers / Controllers

The Principal IFAs / IFAs

(Through website)

Subject: Review of suspension- Constitution of the Review Committee.

Reference: This HQrs circular No. AN/XIII/13007/2A/Vol. IX dated 09.07.2004
and 07.10.2004.

Consequent upon upgradation of the post of Jt. CGDA (AN) to Sr. Jt. CGDA (AN), composition of the Suspension Review Committee to deal with cases of suspension in the Department has been reviewed and the competent authority approved the reconstitution of the review committee as indicated in enclosed statement.

2. It is also requested that while forwarding the cases to this HQrs office for review, the same may please be submitted in the enclosed proforma, to enable us to place the same before the Suspension Review committee for their recommendation.

(Avinash Dikshit)

Sr. Jt. CGDA (Admin)

Statement showing the composition of the Review Committee

(DoPT OM No. 11012/4/2003-Estt.(A) dated 07.01.2004)

(If the President is not the Disciplinary Authority or the Appellate Authority)

Sl	Authority by whom the suspension of the Govt, servant is ordered (i.e. Disciplinary Authority)	Composition of the Review Committee		
		Disciplinary Authority	Appellate Authority	Officer of the level of the Disciplinary Authority / Appellate Authority
1	2	3	4	5
i	Pr. CDA or CDA Pr. C A (Fys.) or CFA (Fys.) Sr. Dy. CGDA (AN)/Dy. CGDA (AN)	The Authority by whom the suspension is ordered if that authority happens to be the Disciplinary Authority, otherwise the appropriate authority mentioned in column 2.	CGDA	Sr. Jt. CGDA (Admin)
ii	Addl. CDA / Jt. CDA or Dy. CDA or Asst. CDA or Sr. AO or AO (Only the highest ranking officer among them holding the charge of Administration in the Main Office of the Principal Controller/ Controller's office or holding independent charge of a sub-office will exercise these powers.)	The Authority by whom the suspension is ordered if that authority happens to be the Disciplinary Authority, otherwise the appropriate authority mentioned in column 2.	Pr. CDA /CDA (of that organization)	Addl. CDA/ Jt. CDA or Dy. CDA or Asst. CDA or Sr. AO or AO (Preferably available locally, depending on the level of the Disciplinary Authority.)

Recommendation of the Review Committee for Review of Suspension of Shri
(Name) _____, (Designation), A/c No _____, (Office).

1st/ 2nd Review (No. of Review)

<u>1</u>	Name & Designation of the Govt. servant under suspension	
<u>2</u>	Date of Birth	
<u>3</u>	Date of Appointment	
<u>4</u>	Date of retirement	
<u>5</u>	Disciplinary Authority	
<u>6</u>	Date from which the officer was placed under suspension	
<u>7</u>	Last Review carried out and decision taken	
<u>8</u>	Date by which the period of ninety days of suspension of Last Review is completed	
<u>9</u>	Details of charges in brief	
<u>10</u>	Recommendation of the Disciplinary Authority	
<u>11</u>	Reasons in support of above recommendation	

Recommendations

(_____) (_____) (_____)
PCDA/CDA Sr. Jt. CGDA CGDA