

कार्यालय, रक्षा लेखा महानियंत्रक
उलान बटार रोड, पालम, दिल्ली छावणी, 110 010

No. AN/IX/9011/1/SAS-II/Nov/2015

dated: 01 /12/2015

To

✓ All PCsDA/PCA (FYs)/CsDA

Subject:- Provisioning of SAS Apprentices/SA/Adr/DEO/Stenos/Clerks-November 2015 to the regular vacancies of SOs(A).

In order to enable this office to release timely provisioning in respect of SAS Part-II candidates who qualify the SAS Part-II examination "November 2015"; It is requested to obtain choice stations in the enclosed Annexure 'A' in respect of all the candidates appeared in the said examination and keep the same ready with them.

2. Annexure 'A' only in respect of candidates, who qualify the said examination, be forwarded by name to the undersigned immediately through speed post, so as to reach this office within **three working days** from the date on which result is declared by HQrs. office alongwith Annexure "B" & "C" prepared by Controllers office.

3. It may also be clarified to the candidates that opting for three choice stations may not be construed as right for posting to one of these stations. However, efforts would be made to accommodate them to the extent administratively feasible. The individuals seeking retention at the same station or seeking transfer to their choice stations on medical grounds may be advised to submit proper medical certificate (and not copies of prescriptions and test reports) from the attending specialist, clearly bringing out the disease, since when suffering from and present status etc.

4. It is also requested to furnish the office wise and station wise overall authorized and posted strength of SOs(A)/SAS(App)/AAOs under your jurisdiction including IFA offices. It may also please be noted that after rendition of vacancy report no internal transfers are carried out in respect of AAOs/SOs (A) till issue of provisioning orders of these SAS part-II passed candidatures. The vacancy position may be computed as on **30/11/2015** taking retirement's upto **March, 2016** into account.

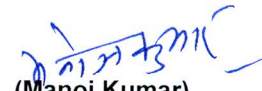
5. Besides, above hard copies of annexure, soft copy in MS office Excel of Annexure "B" (strictly as per specimen of Annexure "B") in respect of successful candidates may also be furnished either through CGDA WAN (HQADMNX folder) or through E-mail (admnix.cgda@nic.in) by the due date.

This issues with the approval of Jt. CGDA (Administration)

Encloser: As stated.

Copy to:

✓ The EDP Section (Local) :- For uploading on CGDA website please.


(Manoj Kumar)
Sr. AO (AN)

-sd-
(Manoj Kumar)
Sr. AO (AN)

Annexure "C"

VACANCY REPORT IN R/O PCsDA/PCA(Fys)/CsDA
(including all IFAs offices under proforma Controllers)
for provisioning of SOs(A) Feb'2015
(As on 31st March 2015)

Sl	STATION	SAS (App)/Sup (A/c)/SOs(A) AAOs			
		Name of office	AUTH.	POSTED	RETIREMENT (During ensuing April - June 2015)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					

Date:

(SIGNATURE AND SEAL OF G.O.(AN))

(To be filled by Controllers Offices)

Specimen Copy

Annexure 'B'
SAS Part-II Passed Candidates from the Organisation _____

Sl No.	Roll No.	Name Grade, A/C No	DOB (dd/mm/YYYY)	DOA (dd/mm/YYYY)	Cat. G/SC/ST	Home Town as per Anex 'A'	Present Org.	Present Station where serving	Serving Since	Choice Stations			APAR Grading		Service Profile of the official Station - Organisation - From Date - To Date	Controllers' Remarks
										Choice 1	Choice2	Choice3	Year	Grading		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
1	0081	Anil Rai, SA/ 8340840	20/10/1977	25-05-10	Gen	New Delhi	CDA CHENNAI	COIMBATOR E	05/11/2011	Delhi	Meerut	Allahabad	2008-09 2009-10 2010-11 2011-12 2012-13	VG VG VG VG VG	Bangalore - PCDA BL - 19.06.2000 - 31.05.2002 Wellington - CDA Chennai - 01.06.2002 - 22.06.2004 Aruvankadu - PCA (Fys) - 23.06.2004 - 04.11.2011 Coimbatore - CDA Chennai - 05.11.2011 - till date	
2																
3																
4																
5																

Signature of Officer-in-Charge

SAS Part-II passed candidates application format

(Original copy to be forwarded to HQrs.)

1	Roll No. (SAS Part-II Feb'2015)					:	
2	GENDER (Male / Female)					:	
3	NAME					:	
4	GRADE					:	
5	Account No.					:	
6	DATE OF BIRTH					:	
7	DATE OF APPOINTMENT (DAD)					:	
8	DATE OF PROMOTION (As auditor/Sr. Auditors)					:	
9	CATEGORY viz. Gen, OBC, SC, ST etc (Mandatory)					:	
10	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					:	
11	CHOICE STATION (Station (NOT Office) where DAD offices are located)	First Preference					
		Second Preference					
		Third Preference					
12	Whether EDP trained (Yes/No) (If yes, specify project)						
13	APAR GRADING (Upto two decimal places)	APAR1	APAR2	APAR3	APAR4	APAR5	
14	SERVICE PROFILE (In DAD)						
	Name of Office	Organisation	Whether Sensitive Assignment (Yes / No)	Station	From Date (dd/mm/yyyy)	To Date (dd/mm/yyyy)	

15	Brief Grounds for choice stations:	
<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>		
16	If Spouse serving in DAD, Specify Office & Station of present posting.	

UNDERTAKING

It is to undertake that the information furnished above are correct.

Date:

(SIGNATURE OF APPLICANT)

(ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)

(To be filled by the Controller's office)

17	GROUND FOR RECOMMENDATION (Hard Tenure Completion, Age, Physically Challenged %, Medical Self, Medical Dependent, Serving Spouse - As per DoPT Guideline, Home Town, Stay Away)	
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Date:

(SIGNATURE AND SEAL OF GO(AN))