

CONTROLLERS GENERAL OF DEFENCE ACCOUNTS
ULAN BATAR ROAD, PALAM, DELHI CANTT. -10

Subject:- Minutes of the 45th Steering Committee Meeting of III level JCM Council of the CGDA HQrs. held on 25.04.2014 at 11:30 am in Conference Hall, office of the CGDA, Ulan Batar Road, Palam, Delhi Cantt.

Present:

Shri R.K. Karna, Jt. CGDA (Admin) in Chair.

Official side:

Shri Ambarish Barman, Sr. ACGDA(Admin)
Shri R. Renganathan, Sr. AO (Admin)
Shri Rajesh Kalia, AO (Admin)
Shri S.C. Gupta, AO(Admin)
Shri Upendra Kumar, AO(Admin)
Shri S. J. Bajaj, AO(Admin)
Shri Shiv Kumar Rao, AAO(Admin)
Shri U. Ravi Kumar, AAO(Admin)
Shri K.K. Singh, AAO (Admin)

Staff side:

AIDAA (CB) Pune

Shri S.N. Safai
Shri L.C.Dangi

AIDAEA (HQ) Kolkata

Shri Y. Chowdhary
Shri G.P.Dutta

1. At the outset the Chairman welcomed the staff and official side to the 45th Steering Committee Meeting.
2. The minutes of the 44th Steering Committee Meeting held on 30.05.2013 were confirmed.
3. **Agenda points discussed in 45th SCM:-**

AIDAA(CB) Pune

Sl No.	Agenda No.	Brief	Reply
1	1	Reconstitution of IV level ROC of PCDA(Fys) Kolkata	PCA(Fys) Kolkata has already been directed to reconstitute the ROC IV vide this HQrs letter no

		Term of the previous ROC was over in Jan., 2013. Even after all the doubts have been cleared by the CGDA office, IVth level ROC of PCA(Fys) Kolkata has not reconstituted till date.	dated 13.01.2014 & 03.03.2014. The chairman directed that the issue may again be taken up with PCA(Fys) Kolkata for reconstitution of ROC. Action- AN-VI Section
2	2	Shifting of PAO(Ors) ADR from Nasik to Gopalpur a) Proper office accommodation. b) Proper residential accommodation for staff. c) Staff serving at Nasik should not sent to Gopalpur on permanent transfer.	The chairman intimated that the HQrs. office is considering the issues relating to office and residential accommodation for the newly raised office of PAO(ADR) Gopalpur. Permanent transfer of staff serving at Nasik to Gopalpur will depend on the number of volunteers to Gopalpur station. Staff of Nasik will be attached to Gopalpur for some time for smooth transition. Action- AN-XII Section
3	3	Alert Notice to the staff working in PCDA(P) Allahabad It is agreed in principal that alert will be served to the staff well in advance. Minimum 3 months i.e. at least in November or December of every year and transfer orders to be issued by March. every year. But in PCDA(P) Allahabad staff alert notice was served on 4 April which is totally against the agreed principal. As, it is demanded that alert notice served to the staff working in PCDA(P)	There are 55 outstations volunteers for Allahabad in HYL (10/2013). Further, there is an overall shortage of around 35% in the Department at all levels. In order to accommodate volunteers and evenly spread this shortage, it is inevitable that station seniors of Allahabad will have to be moved out. Action- AN-IX/X Section

		Allahabad should be cancelled and no staff to be transferred out of PCDA(P) Allahabad on station seniority basis against the wishes of the staff.	
4	4	<p>The following points which were accepted in the meeting but not reflected in the policy notified in website of CGDA</p> <p>Point 2.3 - the minimum tenure at other stations was decided to be two years. The same has been mentioned in the policy as three years.</p>	<p>As per transfer policy, the normal tenure in other office/stations is three years and discretion rests with PCDA/CDA to reduce it to two years. Point of Association has been taken care of.</p> <p style="text-align: right;">Action- AN-IX/X Section</p>
		<p>Point 2.4- It was decided that 60 days leave will be admissible in a years during determination of completion of tenure. However, it has been published as one month leave in a year which is against the spirit of the decisions.</p>	<p>Point discussed earlier with 2.2 (tenure for hard/tenure station) where staff side agreed upon the proposal.</p> <p style="text-align: right;">Action- AN-IX/X Section</p>
		<p>Point3.1- It has been published that minimum tenure of a newly promoted SO(A) will be three years. However, this point was not at all discussed in the meeting.</p>	<p>The point was not included in the original draft. However, HQrs office letter of 20/11/2003 regarding transfer of new recruits has mentioned this issue. Hence, the same has been included in the policy for clarity.</p> <p style="text-align: right;">Action- AN-IX/X Section</p>
		<p>Point 5(ii)- Under subhead transfer from other stations. It is decided in the meeting that efforts will be made</p>	<p>In the initial meeting, the view of office side was conveyed to the staff side. Hence, it was felt that there was no need to insert this point in the transfer policy as this will also be contrary to the</p>

	<p>to accommodate individuals at nearly stations. This decision has not at all been reflected in the published Transfer Policy.</p>	<p>service condition of the Department that lays down All India Transfer liability. Action- AN-IX/X Section</p>
	<p>Point 11- periodicity of the transfers shall be effected in a manner so as to coincide with the end/beginning of academic year except request transfer. Alert notice should be given to the staff well in advance i.e. minimum of 6 months period that are likely to transfer by the end of academic year. This transfer should be noticed in the month of January and should be effective from 1st April onwards till 30th June.</p>	<p>Point has already been settled. Stations from where seniors have to be posted out, are chosen as per administrative requirement keeping in view popularity of the station, number of volunteers and vacancy position. HYL of April is processed till September. Thereafter, seniority circular is issued. Hence, it is not possible to give 6 months alert notice. October HYL is done usually before March and orders are implemented by Controlliers till June. Action- AN-IX/X Section</p>

		<p>Point 13.3- It was decided that legal opinion will be sought for before finalization but the same has not been indicated.</p> <p>Point 13.4- It was decided that PCA (Fys) Kolkata would not transfer out anyone & they will seek for volunteers. The transfer at PCA (Fys) will be controlled by the respective group Controllers and a circular to this effect would be issued to PCA (Fys). This decision has not been carried out.</p>	<p>Matter was sent to Ministry of Law & Justice for obtaining advice. They are taking their own time. As it would not have been proper to withhold the finalization of the transfer policy on this issue, the same has not been indicated. On receipt of advise, due modification will be done in the policy, if required.</p> <p style="text-align: right;">Action- AN-IX/X Section</p> <p>Controllers are empowered to rotate staff within organization. But if one Controller is given exclusive control over transfers, regarding own organization, it will create administrative inconvenience.</p> <p style="text-align: right;">Action- AN-IX/X Section</p>
5		<p style="text-align: center;">Reconstitution of III JCM CGDA Committee</p> <p>In view of the clarification given by the D/JCM MoD letter No. 408/2014/D/JCM dated 26.02.2014 in response to CGDA office letter No. AN/VI/17003/reconstitution dated 14.11.2013 and 17.02.2014. it is demanded that letter issued by CGDA office letter No. AN/VI/17026/Nomination/2014 dated 17.02.2014 addressed to Secretary General, AIDAA(CB) Pune and AIDAEA(HQ) Kolkata to be cancelled and JCM III CGDA HQrs. Council</p>	<p>The Chairman directed to take up the matter once again with US,D/(JCM) to expedite the issue and reconstitute the ROC in time.</p> <p style="text-align: right;">Action- AN-VI Section</p>

		may be reconstituted taking into account membership strength AIDAA(CB) Pune & AIDAEA(HQ) Kolkata as on 1 st may 2014 based on the consent notes forms filled up by the staff from 1 st April 2014 to 30 th April 2014.	
		AIDAEA(HQ) Kolkata	
	6	<p>Permanent identity Card for DAD Employees</p> <p>Some Principal Controllers/Controllers have not issued permanent Identity Card to the staff employees working under their Control. It is urge to issue directives to all PCA/PCDA/CDA/CFA to take initiative in this regard.</p>	<p>The chairman directed that the issue of permanent identity card for DAD employees be examined by the Department.</p> <p style="text-align: right;">Action- AN-III Section</p>
	7	<p>Shortage of Staff</p> <p>Crisis due to shortage of staff has now become acute in DAD offices. An urgent measure for fresh recruitment of be done by HQrs. office as did earlier for recruitment of SO(Apprentice).</p>	<p>SSC has marked approximately 1625 dossiers of successful candidates of CGL-2012, out of which approximately 1000 dossiers have been received and distributed to field offices. The recruitment process is under progress.</p> <p>Further, 2475 vacancy of Auditor have also been placed with SSC for Direct Recruitment.</p> <p style="text-align: right;">Action- AN-VIII Section</p>

8	<p style="text-align: center;">Transfer</p> <p>A) Reduction of tenure of varangaon & Aruvankadu stations.</p> <p>The tenure of varangaon & Aruvankadu stations should be two years instead of 3 years.</p>	<p>The entire list of hard/ tenure station is under examination. A circular has also been issued to all Controllers. Comments are being compiled and would be finalized in due course.</p> <p style="text-align: right;">Action- AN-IX/X Section</p>
	<p>B) Kerala station</p> <p>Kerala being a wide geographical state be divided into Zones for the purpose of transfer of staff employees as suggested by this Association time to time.</p>	<p>Hon'ble CAT Kerala Ernakulum bench 1991order regulates transfer of station seniors from Kerala and volunteers to Kerala station. The matter has been forwarded to Ministry of Law & Justice for obtaining advice keeping in view present day circumstances. Upon receipt of the same, the issue will be decided.</p>
	<p>C) PCA(Fys) should be treated as special one for transfer</p> <p>41 Accounts offices including some hard/ tenure stations located at different parts of the country are functioning under PCA(Fys) Kolkata. A large number staff working in few popular stations will be affected due to inter command transfer by HQrs. office as well as transfer within the command by PCA(Fys) simultaneously . It is urge upon the authority that only PCA(Fys) Kolkata be empowered for selection of station transfer either inter command or intra command to avoid complicity.</p>	<p>Controllers are empowered to rotate staff within their organization. But if one Controller is given exclusive control over transfers, regarding own organization, it will create administrative inconvenience.</p>

		<p>D) Transfer from hard/tenure stations the staff employees posted at hard tenure stations and completed the prescribed tenure should be transferred out immediately.</p>	<p>Request for transfers are processed as per the guidelines contained in the Transfer Policy dated 28/03/2014.</p>
		<p>E) Exemption from transfer of JCM members and association functionaries. The provision laid down in para 8.4 is confusing. The same may please be clarified.</p>	<p>Policy has been framed as per discussion held on the issue.</p>


	<p>F) Maintaining of status of static office</p> <p>A good number of employees working under PCDA(P) Allahabad has been served alert notice for out station transfer. It is urged upon the authority to ensure no transfer of unwilling individuals. The individuals who desire their posting at that office they may be retained against the vacancy cause due to superannuation.</p>	<p>There are 55 outstations volunteers for Allahabad in HYL (10/2013). Further, there is an overall shortage of around 35% in the Department at all levels. In order to accommodate volunteers and evenly spread this shortage, it is inevitable that station seniors of Allahabad will have to be moved out.</p>
9	<p>Inclusion of information in merit list</p> <p>The information viz year of SSC exam, date of publication of result, candidature ranking and date of joining in the DAD may please be included in all merit lists for more transparency.</p>	<p>The Chairman directed to publish Rosters of all cadres (with the available data) in CGDA website as early as possible. The chairman also directed that the Roster of AAO be finalized by 30th June.</p> <p>Action- AN-XI Section</p>
10	<p>Promotion of Auditors to the Sr. Auditor as per SSC merit list</p> <p>A good number of auditors have not been considered promotion through they are eligible as per rank of SSC merit list. The eligible Auditors should be considered for promotion to the grade of Sr. auditors with retrospective effect.</p>	<p>The point has already been brought to the notice of Controllers through a circular dated 3.04.2014.</p> <p>The Chairman directed that the Controllers be intimated once again on this issue.</p> <p>Action- AN-XI Section</p>

11	<p>Record Clerks should not be considered as MTS</p> <p>Record Clerks should continue to be in the previous grade and not to be merged with MTS as per directions of Hon'ble CAT Chennai. It is urge to promote them to Clerk grade instead of merging with MTS.</p>	<p>The matter is sub-judice. Hence, no comments can be offered.</p> <p>Action- AN-XI Section</p>
12	<p>Promotion of Clerk from MTS & Result publication thereof</p> <p>Result of exam held on 18.09.2012 for promotion to Clerk from MTS is not published yet. Criteria for promotion to Clerk only from the educationally qualified.(12th Pass) as per the new RR issued by MoD should be implemented only for those recruited after the date of new recruitment rule i.e. 5.02.2011. This new RR policy should not be insisted upon to the MTS appointed before 5.02.2011. Their promotion should not be kept in abeyance for want of any clarification from MoD.</p>	<p>The matter regarding publication of result of exam held on 18.09.2012 is sub-judice. Further provision of SRO 9 dated 19.01.2011 (RR of Clerk), has already come into force from 5.02.2011 i.e. date of publication in the office gazette. As such it may not be feasible to accommodate the request.</p> <p>Action- AN-XI Section</p>
13	<p>Enhancement of CGEGIS subscription in respect of SAS(Apprentice) and SO(A).</p> <p>The rate of CGEGIS subscription in respect of Auditors/SA/Hindi</p>	<p>The Chairman directed that the issue should be examined after the finalization of Recruitment Rules of AAO.</p> <p>Action- AN-XIV Section</p>

		translators have increased for Rs. 30/- to Rs. 60/- but other staff employees enjoying same /higher grade pay are deprived. The issue may kindly be resolved.	
	14	Grant of special casual leave to sports person The Cricket players are granted special Casual leave whereas the players of other discipline are not granted the same leave which may be redressed.	Comprehensive guidelines have already been issued vide HQrs. letter no AN/XIV/19015/Govt. Orders/2013 dt. 12/11/2013. The chairman directed that in case of doubt, the same may be referred to HQrs. Office for clarification. Action- AN-XI Section
	15	Maintenance of DAD Residential Accommodation DAD residential Complex are not being maintained properly which put the residents in trouble. The grievances may kindly be redressed.	Sufficient funds are allocated every year for proper maintenance of residential accommodation. PCsDA/CsDA have been requested to ensure proper maintenance of residential accommodations through proactive liaison with MES authorities. Action: AN-XII Section
	16	Change in office timings at PCDA(WC) Chandigarh It is urged upon the authority the office timings at PCDA(WC) Chandigarh may kindly be fixed at par with other Central Govt. offices functioning at Chandigarh.	The Chairman suggested that to take up the matter may be taken up with PCDA(WC). Action- AN-III Section
	17	DATA Entry and typing work not to be executed by Auditors/Sr. Auditors	With the increased automation of various works in PCDA/CDA Auditors/Sr. Auditors and other staff are required to work on PCs. The work

	<p>It is seen that project Nidhi. Project Bhavan, project Vishwak etc are implemented by HQrs. office in all the PCsDA/CsDA. All these project require a lot of typing work as well as data entry at various levels like in the office of AOs GE/AAOs BSO as well as various Sections of Main office. This typing work as well as data entry should be done by staff specifically recruited for the purpose but in most of these offices Auditors/ Sr. auditors are supposed to do this job. It is proposed that this job should be done centrally, where clerical as well as DEO staff specifically recruited for the purpose is available or special allowance should be paid to auditors/sr. Auditors who are doing this job as typing as well as Data Entry is not a part of Job of Auditor/Sr. Auditor.</p>	<p>involved is not in the nature of data entry work but of working on Computerized on line system instead of manual system. Therefore, the observation raised is not valid.</p> <p>As regards DEO, recruited in the Department for data entry work in EDP/DDP Centre, there is a need for re-deployment in light of replacement of batch processing system with online system.</p> <p style="text-align: right;">Action- AN/EDP Section</p>
18	<p>SAS examination to be conducted at par with C&AG system</p> <p>It is urged upon the authority to conduct the SAS examination at par with system followed by C&AG.</p>	<p>The SAS examination in C&AG comprises of papers having Multiple choice question(MCQs) and conducted online.</p> <p>The chairman stated that it has been decided by the competent authority that the proposal for Online SAS Examination with MCQs would be considered after finalization of the revised Recruitment Rules of AAO.</p> <p style="text-align: right;">Action- AN-SAS Section</p>

	19	<p>Leave sanctioning authority in respect of AAOs</p> <p>At present leave of AAOs are sanctioned by GO concern in various Controllers offices. As the same is not clearly defined in office manuals therefore it is urged upon the authority to empower SAO/AO to sanction leave in respect of AAO.</p>	<p>The chairman directed that a circular may be issued to the Controllers for delegation of power to SAO/AO in respect of leave sanction.</p> <p>Action- AN-XIV Section</p>
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(Ambarish Barman)
Sr.ACGDA(AN)

All Members

UO No. AN/VI/17022/45th SCM dated: 2nd June' 2014