



रक्षा लेखा महानियंत्रक कार्यालय
Controller General of Defence Accounts
उलान बटार रोड , पालम , दिल्ली छावनी - 110010
Ulan Batar Road, Palam, Delhi Cantt.-110010
Tele No. 011-25665536 Fax No. 011-25674781



No. AN-I/1466/ER Sheet/Corr.

Date: 19.08.2025

To

All IDAS Officers
(Through Website & WAN)

Subject: Publishing of ER Sheet of IDAS officers - reg.


The undersigned is directed to state that the ER Sheets of IDAS officers are required to be updated with the latest information.

2. In this connection, all IDAS officers are requested to update the information in the existing ER Sheets available on CGDA website. The last updated ER Sheet in respect of IDAS officers (updated on 05.07.2024) can be downloaded from CGDA website under **Division>Admin>IDAS tab**.

3. The officers, who have not sent their ER Sheets earlier, and whose data is not available on CGDA website are also requested to prepare their ER Sheets afresh, duly incorporating all the requisite information. A blank ER Sheet in this regard is enclosed for reference.


4. In view of the above, it is requested to furnish the updated ER Sheet (in editable MS word format) through email on an1-pinklist.cgda@nic.in latest by **12th September 2025** to enable this HQrs to upload the same on CGDA website.

This issues with the approval of the CGDA.


(Amit Kumar)
Dy. CGDA(AN)

Copy to:

- | | |
|------------------------|---|
| 1. AN-IV (Local) | - For necessary action, please w.r.t. above. |
| 2. IT & S Wing (Local) | - For uploading the circular on CGDA Website/WAN. |


(Amit Kumar)
Dy. CGDA(AN)

Complete Bio-data

| | | |
|------------------------------|---|--|
| Name | : | |
| Identity No. | : | |
| Service/Cadre/Allotment Year | : | |
| Source of Recruitment | : | |
| Date of Birth | : | |
| Sex | : | |
| Place of Domicile | : | |
| Mother Tongue | : | |
| Indian Languages Known | : | |
| Foreign Languages Known | : | |
| Date of Joining | : | |
| Retirement Reason | : | |

II. Details of Central Deputation

| | | |
|---|---|--|
| A | 1. Whether presently on deputation to GOI? 2. Date of start of Central Deputation 3. Expiry date of tenure of Central Deputation. 4. Tenure Code | |
| B | If in Cadre, date of reversion from Central Deputation | |
| C | Whether debarred from Central Deputation? If so, period of debarment | |

III. Educational Qualification

| Sl.No | Qualification Institute/University/Place | Subject | Division | Year of Passing |
|-------|---|---------|----------|-----------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |

IV. Experience Details

| Sl.No | Designation/Level | Department/Office | Organization | Experience (Major/Minor) | Period (From/To) |
|-------|-------------------|-------------------|--------------|--------------------------|------------------|
| 1. | | | | | |
| 2. | | | | | |

Station served (as on):

| Station | Years | Months |
|---------|-------|--------|
| | | |
| | | |

| V. Mid Career Training Details | | | | |
|--------------------------------|------|---------------|--------|----------------|
| Sl.No | Year | Training Name | Period | Institute Name |
| 1. | | | | |

| VI. In-Service Training Details | | | | |
|---------------------------------|------|---------------|--------|----------------|
| Sl.No | Year | Training Name | Period | Institute Name |
| | | | | |
| | | | | |
| | | | | |

| VII. Domestic Training Details | | | | |
|--------------------------------|------|---------------|--------|----------------|
| Sl.No | Year | Training Name | Period | Institute Name |
| | | | | |

| VIII. Foreign Training Details | | | | |
|--------------------------------|------|---------------|--------|---------|
| Sl.No | Year | Training Name | Period | Country |
| | | | | |
| | 1. | | | |

| IX. Award / Publication Details | | | |
|---------------------------------|-------------|----------------------|-------------|
| Sl.No | Date & Year | Particulars in brief | Institution |
| | | | |