



“हर काम देश के नाम”

रक्षा लेखा महानियंत्रक

उलान बटार रोड, पालम, दिल्ली छावनी-110010

CONTROLLER GENERAL OF DEFENCE ACCOUNTS

Ulan Batar Road, Palam, Delhi Cantt.- 110010

Phone: 011-25665500/68 Fax: 011-25674777 email: admnx.cgda@nic.in.web.www.cgda.nic.in



सं. प्रशा/10/10098/6/2024/BTN

दिनांक: 26.07.2024

To

All PCsDA / CsDA

Subject: Transfer: DAD Estt. : Sr. Aud./Aud./Clk : Bhutan Panel – 2024-25.

It has been decided to call for volunteers amongst SA/Aud/Clks for posting at Bhutan. It is requested to sponsor the names of volunteers, including those serving in PIFA/IFA offices under your proforma control, together with their full service profile, indicating the previous service in sensitive assignments, if any, and APAR grading for last five years on the proforma enclosed. It may be noted that tenure period of posting in Bhutan is 18 months.


2. While forwarding the names of volunteers, it may be ensured that the following criteria is strictly applied and only those names, who fulfill the criteria, are forwarded to HQrs. office:

- (i) The applicants are eligible for only one tenure to Bhutan in the entire service.
- (ii) The applicants need to have 6 (six) or above grading in the APARs for the last five years to be eligible for empanelment.
- (iii) They should not be facing any disciplinary proceedings and should not have earned any penalty including a recorded warning at any time in their career.
- (iv) They should have completed a period of two years after their last sensitive assignment.
- (v) They should have completed at least 03 years of service at the present serving station.
- (vi) The applicants should be left with minimum three years of service as on **31.08.2024** before superannuation.

3. The report should reach this office positively by **12.08.2024**.

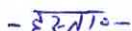
4. It is reiterated that the names of volunteers who fulfil the above criteria and proforma duly complete in all respects, should only be forwarded.

5. Nil report is also required.
(Encls: Proforma)


(सतीश कुमार त्रिपाठी)
व. लेखा अधिकारी (प्रशा.)

Copy to:

- (i) AN-IV Section (local) – For information and necessary action as above.
- (ii) IT&S Section (local) – With request to upload the circular on official website.


(सतीश कुमार त्रिपाठी)
व. लेखा अधिकारी (प्रशा.)

VOLUNTEER APPLICATION

1	Account No.				
2	Gender (Male/Female)				
3	Name				
4	Grade (Sr. Auditor/Auditor/Clerk)				
5	Date of Birth (DD/MM/YYYY)				
6	Date of Appointment (in DAD) (DD/MM/YYYY)				
	As.....(MTS/Clerk/Auditor)				
7	Date of Promotion (DD/MM/YYYY)				
	As Clerk.....				
	As Auditor.....				
	As Sr. Auditor.....				
8	Whether appearing in ensuing SAS Part-II				
9	Home Town (Specific District as per Service Record)				
10	Service Profile (in DAD)				
	Name of office	Organisation	Whether sensitive assignment (yes/no)	Station	From date (dd/mm/yyyy) To date (dd/mm/yyyy)
11	Choice station			Bhutan	
12	Whether EDP trained (yes/no) (if yes, specify project)				
13	APAR Grading				
	(2018-19)	(2019-20)	(2020-21)	(2021-22)	(2022-23)
14	Undertaking It is to undertake that the information furnished above are correct <p style="text-align: right;">(Signature of applicant)</p> Date: _____ (All columns are mandatory as per applicability)				
15	(To be filled by the Controller's office)				
15.1	Ground for Recommendation				
15.2	If no recommended reason thereof				
15.3	Whether any disciplinary case is pending				
	Date: _____				
	(Signature and seal of GO (AN))				