



कार्यालय, रक्षा लेखा महानियंत्रक

उलन बटार रोड, पालम, दिल्ली छावनी - 110010
Controller General of Defence Accounts
Ulan Batar Road, Palam, Delhi Cantt- 110010



No. AN/XI/11101/Promotion/2020

Date: 29.11.2019

To,

The PCA (Fys), Kolkata

The PCsDA/CsDA

(Through CGDA Website)

Subject : Convening of DPC for the vacancy year 2020 regarding promotion of MTS to the grade of Clerks on passing Departmental Examination held on 11th Nov 2019.

The result of the above mentioned Departmental examination for promotion of MTS to the grade of Clerk has now been declared vide HQrs letter No. AN/SAS/16502/MTS-CLK/Nov./2019/Result dated 27.11.2019.

2. The Model Calendar for conducting DPC issued vide DOP&T OM No. 22011/4/2013-Estt (D) dated 08.05.2017 stipulates that the Select Panel prepared by the DPC for promotion should be ready by 31st December preceding the vacancy year. It is requested to convene DPC proceedings and adjudicate all the successful candidates, for consideration of their promotion to the grade of Clerk in terms of Para (ii) of column 11 of Recruitment Rules for the post of Clerk under 10% vacancies for the vacancy year 2020.

3. It is also advised that the individuals may be adjudicated as per criteria laid down in the HQrs letter No. 0636/AN-F/dated 04.12.1973 and AN/XI/11060/Vol-IV dated 18.09.1989, based on the APARs for the years 2013-14, 2014-15, 2015-16, 2016-17 & 2017-18. The adjudication report along with DPC proceedings in respect of successful candidates may be forwarded in the enclosed proforma so as to reach this HQrs office latest by 13/12/2019. The requisite information in MS Excel format may also be uploaded on CGDA Admin XI Section mail ID hqanxi.dad@hub.nic.in and mail server through Zimbra ID : hqadmin11@cgdamail.org. It may also be ensured that the format of Excel sheet is not tampered with, no columns are left blank and the dates mentioned in the data are as per " DD-MM-YYYY " format.

4. If any of the MTS(s) has since been transferred, his/her case may be adjudicated by the Controllers under whom the individual is presently serving.

5. NIL report is also required.

Rajeev Ranjan Kumar
Dy. CGDA (AN)

Annexure-'A' to Hqs Office letter No. AN/XI/11101/Prom/2020, Dated: 29/11/2019
PROFORMA FOR ADJUDICATION REPORT FOR PROMOTION OF MTS
TO THE GRADE OF CLERK (who passed Departmental Examination held on 11th Nov 2019) FOR THE VACANCY YEAR 2020.

Sl. No.	Name	A/c No.	MTS Exam Roll No	Date of Birth (DD-MM-YYYY)	Date of Offer of Appointment (DD-MM-YYYY)	DOA as MTS (erstwhile Group 'D') (DD-MM-YYYY)	Year of SSC exam	Roll No	AIR/Zonal rank	DOP as Record Clerk if any (DD-MM-YYYY)	Date of confirmation	Whether UR/SC/ST
1	2	3	4	5	6	7	8	9	10	11	12	13

Whether physically handicapped viz. OH, VH or Hearing	Integrity (Certified/Not Certified)	Whether typing test/Not passed/ Exempted	Grading of APARs					Recommendations of DPC (FIT/ UNFIT/SEALED COVER)	Organization	Remarks	
14	15	16	17	2013-14	2014-15	2015-16	2016-17	2017-18	18	19	20

Certified that:

1. The individual is not related to any of member of DPC.
2. No disciplinary/vigilance case is pending or being contemplated against the individual.
3. Service particulars have been verified from the service documents and found correct.
4. While adjudicating the case of the above mentioned individual(s), the provisions contained in HQ office circular No. AN/XI/11060/I/Vol IV Dated 18.09.89 have been kept in view by the DPC.
5. No eligible individual falling within the zone of consideration has been omitted.

MEMBER OF DPC-I

MEMBER OF DPC-II

CHAIRMAN OF DPC

APPROVED
PCDA/CDA