

CONTROLLER GENERAL OF DEFENCE ACCOUNTS

Ulan Batar Road, Palam, Delhi Cantt.-10

No. AN/XI/11101/Exam/2016/Vol I

Date : 11/12/2018

To,

The PCA(Fys) /PCDA/CDA
(Through CGDA Website)

Subject: Promotion of MTS to the grade of Clerk on passing of Departmental Examination held during Oct 2016.

Reference is invited to the provisions contained in DOP&T OM Bearing No. 22011/4/2013-Estt(D) Dated 08-05-2017, regarding shifting of Vacancy Year from Financial Year to Calendar Year under which crucial date of eligibility will be 1st of Jan 2019. As such, the PCsDA/CsDA are requested to convene a DPC to adjudicate MTS who passed Departmental Examination held during Oct 2016 for consideration of their promotion to the grade of Clerk under terms of Para (ii) of column 11 of Recruitment Rules for the posts of Clerks under 10% vacancy based on the APARS for the years 2012-13, 2013-14, 2014-15, 2015-16 & 2016-17. As such, adjudication report along with the DPC Proceedings in respect of individuals may be forwarded in the enclosed Proforma (Annexure).

DPC Proceeding along with adjudication report of the eligible MTS in the Performa enclosed with this letter may kindly be sent to reach this HQrs office latest by **17/12/2018 positively**. It may also be ensured that no eligible individual falling within the zone of consideration has been left for adjudication. 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.

Nil report is also required.


For CGDA

Annexure-'B' to the letter No. AN/XI/11101/Exam/2016/Vol-I Date: 11/12/2018

STATEMENT SHOWING DETAILS OF **MTS** WHO HAVE PASSED DEPARTMENTAL EXAMINATION HELD DURING October 2016 FOR THE PROMOTION TO **Clerk** GRADE

Sl. No.	Roll No. OF Deptt. Exam	Name	A/c No.	Whether UR/SC/ST	Date of Birth (DD-MM-YYYY)	Date of Offer of Appointment in MTS Grade (DD-MM-YYYY)	DOA as MTS Grade if any (DD-MM-YYYY)	Date of Confirmation	Year of Examination in SSC as MTS (YYYY)	SSC Roll No.	All India Rank/Merit No.
1	2	3	4	5	6	7	8	9	10	11	12

Zonal ran Earned in SSC	Date of Promotion as Record Clerk	Whether Typing Test Passed/Not passed/Exempted	Whether physically handicapped viz. OH, VH or Hearing.	Grading of APARs					Recommendations of DPC (FIT/ UNFIT)	Organization	Remarks
				2012-13	2013-14	2014-15	2015-16	2016-17			
13	14	15	16	17					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